Faculty Publishing Services
You want to publish, we want to help...

Scholarly publishing is undergoing fundamental transformations and the UB Libraries want to help you understand how these changes impact your scholarly endeavors. Here are some ways we may be able to assist:

- **Accurately measuring the impact of your work**: librarians are available to assist you with using Web of Science, Harzing's Publish or Perish/Google Scholar, altmetrics, and other resources to capture a more complete picture of the impact of your scholarly output.

- **Archiving your work**: the UB Libraries can provide assistance with sustainable, long-term, online preservation of your work (articles, data, and other scholarly output).
Alternative publishing outlets: stay up-to-date on emerging and alternative publishing models like open access journals, e-books, open educational resources, and more.

Understanding copyright and author’s rights: legislation regarding federally funded research, public access mandates, and data sharing requirements.

Questions about Scholarly Communication issues? Give me a try!

A. Ben Wagner
Sciences Librarian
226 Capen Hall
Buffalo, NY 14260

(716) 645-1333
abwagner@buffalo.edu

Gobbledygook (Public Library of Science, Martin Fenner)
Dr. Fenner has for many years worked as medical doctor and cancer researcher at the Hannover Medical School Cancer Center in Germany.

The Scholarly Kitchen (Society for Scholarly Publishing)
Tag line is “What's Hot & What's Cooking in Scholarly Communications”. Generally provides a more conservative or publisher-flavored viewpoint.

Peter Suber (SPARC)
One of the most followed open access advocate/educator holding many concurrent positions including the Director of the Harvard Open Access Project and Senior Researcher at SPARC.
Publish and Archive Your Work

You’ve done your research, and now you’re ready to share it with the world. At Duke University Libraries, we help you publish and archive your work online so that it is available for others to use in the future.

Duke University Libraries can help you publish and archive via:
- **DukeSpace**, an open-access, online repository
- OJS, an open access journal publishing system
- other online platforms such as blogs and project websites

Through these systems you can publish and archive:
- peer-reviewed articles
- dissertations and theses
- data
- other digital works

In addition, we are available to guide you on issues regarding:
- publishing and managing a scholarly journal
- U.S. copyright law
- data management
- scholarly publishing
- building and managing digital collections

Get help at Duke

Copyright, intellectual property & scholarly communications technologies

The Office of Copyright and Scholarly Communications at Duke University Libraries provides guidance to faculty, staff, and students on copyright and technology law, as well as on innovative technologies that support academic publishing and other methods of scholarly communication.

- Contact Copyright and Scholarly Communications staff for individual consultations or to arrange workshops and presentations on these topics.
- Learn more about these issues on the Scholarly Communications blog.

Open Access Publishing and Archiving

In 2010, the Duke University Academic Council adopted an open access policy to enable readers from around the world to access scholarly articles by Duke faculty for free. To make your works available for open access via the DukeSpace repository:

- Upload your works into the Elements system, an online platform provided by Duke University Libraries that helps Duke faculty document and manage their publications. Files uploaded here (which can include articles as well as supplementary data) are deposited in DukeSpace.
- The works you upload into Elements also will appear in your Scholars@Duke profile, Google Scholar and other websites that draw from DukeSpace or Scholars@Duke.

In addition, Duke faculty who want to publish works in an open access journal that charges publishing fees to authors may request financial support to help cover these fees if they meet university criteria.

For questions about these or other issues related to open access scholarship, or to request assistance with making your work open access, contact Open Access staff or the Office of Copyright and Scholarly Communications. We would be glad to assist you in making your work available in the appropriate open access venue.
DUKE UNIVERSITY
Publish and Archive Your Work
http://library.duke.edu/research/publish-archive
Publishing Support

The Library offers support with publishing, author rights, and copyright consultation services for faculty and graduate students.

Traditional publishing models may require the signing over of author’s rights to the publisher. Authors could lose the right to use their work in future research, share work freely with others, self-archive work, or post it to their personal website.

The Library can help authors with:
- Identifying and choosing a journal (or alternative publication format) in which to publish
- Understanding the differences (and advantages/disadvantages) between traditional publishing models and open access, including self-archiving
- Understanding copyright from the perspective of an author and your rights as an author (including why you would want to retain those rights)
- Points that you should negotiate with publishers in order to protect your author rights
- Identifying and working with progressive publishers (those that allow authors to retain their copyright)

Upcoming Publishing Support Workshops & Events

- Brain Food: Graduate Thesis – Advanced
  Friday, October 17, 2014 – 9:00am to 12:00pm
- Brain Food: Graduate Thesis – Advanced
  Friday, October 24, 2014 – 12:15pm to 3:15pm

All upcoming workshops & events

http://www.lib.uoguelph.ca/get-assistance/publishing-support
Services

Center staff and affiliates are available for consultations anywhere on campus, or by phone or email. The Center is housed in the second floor (2 East) of the University Library. Project teams can reserve the Center’s collaboration commons for meetings and video conferencing. A digital media lab is available for digitization and production work. Some of our services include:

Understanding Copyright
What is the term of copyright in the United States, and what is the procedure for determining if something is in the public domain? Experts in the Center offer guidance in determining copyright status, understanding fair use, and determining when to seek permission to reuse a work.

Data Management Planning
Some federal funding agencies now require that grant proposals include a data management plan. Experts in the Center can assist investigators in developing research data management plans and strategies. For more, see our page on data management plans.

Author Rights Consultation
Academic authors who do not retain their copyrights may not be able to post copies on their web sites or reuse their articles in other settings. Many publishing contracts ask authors to transfer their copyright, but it may be possible to negotiate this and other terms of the agreement.

Bibliometrics
What is an impact factor, and what does it say about the reach and value of published research? Understand the appropriate use of impact factors, h-index, citation analysis and other bibliometric tools.

Open Access & Self-Archiving
Open access provides access to research results without payment. Center experts can guide authors through options for open access publishing or making copies of research results openly available through public web pages and repositories.

NIH Public Access Policy
Investigators with NIH grants are required to comply with the NIH Public Access Policy and deposit final versions of their electronic, peer-reviewed manuscripts no later than 12 months after publication. This policy is in effect for all grants awarded after 2008. See the Feinberg School of Medicine’s Galter Health Sciences Library’s guide to the NIH policy for more information and details about how to comply. Faculty and research administrators on the Evanston campus can contact Steve Adams, Life Sciences Librarian, or Cunera Buys, E-Science Librarian. Faculty and research administrators can contact Pam Shaw, Biosciences and Bioinformatics Librarian at the Galter Health Sciences Library.

Digital Publishing & Research Tools
Digital tools and platforms enable new kinds of scholarly research and publishing. Center experts are available for consultation and collaboration on digital publishing projects, and to help scholars find and use new digital research tools.

Informational Services
Center staff and affiliates stay as current as possible about issues, trends, and activities in scholarly communications and maintain a robust presence online—writing on issues, bookmarking articles, sharing our presentations, posting official guides, and, of course, tweeting. For more, check out our links.
**Publishing and Curation Services (PCS)**

PCS is a digital scholarship services department working collaboratively to advance and achieve the research, teaching, and learning goals of the Penn State community. Key service areas include data curation, publishing, and digital projects.

To promote scholarly communication issues, we advise and instruct on copyright, author rights, open access, and data management planning across the humanities, social sciences, and sciences. PCS is the service home of ScholarSphere, in partnership with Information Technology Services. We offer services for launching and hosting open access publications, including scholarly journals and student publications, in our role to help capture and disseminate the research record of Penn State. A hybrid department, PCS also works collaboratively on digital collection platform management and digital preservation strategy.

We collaborate on digital humanities (DH) projects (see the Learning as Play and People’s Contest sites for examples) in particular with the College of Liberal Arts. Beginning in fall 2014, we will work in concert with Information Technology to offer open studio/lab sessions on DH research methodologies and project design. Future areas of focus include support for humanities data curation and experimental R&D activities.

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**Contact Information**

Location: W. Pattee Library Tower, 3rd Floor, Rooms 308-311.

UL-PCS@LISTS.PSU.EDU

**Photo Credits:** 1) "Data Management" - "Binary Finary," by Daniel O’Connor. CC BY-NC-SA 2.0; and 2) "DMP Tutorial" - "data (scrabble)," by justgrimes. CC BY-SA 2.0.
Scholarly Communication at Purdue

Scholarly Communication is the process of conducting research and sharing the results: from creation, to dissemination, to preservation of knowledge, for teaching, research, and scholarship.

Purdue Libraries, like most academic libraries, has traditionally collected books, journals, and other resources, building collections in support of current and future students, researchers, and scholars. Increasingly, though, Purdue users are in need of additional services relating to scholarly communication, from the beginning of the scholarly communication cycle (for example, data management and data curation) through publishing and dissemination (open access repositories and journals), and Purdue Libraries can assist in these areas. Learn more about Libraries services through the columns below.

The Library Science faculty in the Purdue Libraries participate in a variety of research. Libraries’ faculty engage in collaborative or interdisciplinary research by applying library science to other disciplinary problems, usually as co-PIs on grants. More...

Open access archives, such as Purdue’s e-Pubs, offer a means to provide access to publications and other scholarly materials freely available over the internet. More...

Purdue University provides varies resources to better prepare its faculty members, students, researchers, community and other academics of scholarly communication issues. More...

Open Access Week is a global celebration to raise awareness of open access in scholarship and research. Purdue has celebrated Open Access since 2007, with visiting speakers, panels of Purdue faculty, and informational displays.

Past Open Access Week events:

- [2013]
- [2012]
- [2011]
- [2010]
- [2009]
This guide is designed to assist you in:

- finding the best journals in which to publish;
- retaining your rights as author;
- writing the most effective scientific paper;
- assessing the impact your research article has had.
The York University Scholarly Communications Initiative

Subject Librarian

Andrea Kosavic

Contact Info
Send Email

About the York Digital Journals program

York University Libraries provide an electronic journal hosting service for York-affiliated journals. This service is called York Digital Journals (YDJ).

York University uses Open Journal Systems (OJS), an open source software platform developed by the Public Knowledge Project which is now in use by over 12,000 journals worldwide. OJS differs from other web platforms as it is specially designed to manage articles through author submission, peer review, editing and publication. This online submission and tracking workflow simplifies the administrative aspects of the journal editorial process, allowing designated users to view the status of their article at any given time.

The YDJ team is happy to work with York community members to create new journals or migrate existing journals to an online environment. The libraries will provide training and troubleshooting help with the OJS software, as well as advice to ensure maximum exposure. Design help is also available to ensure a professional appearance.

Contact Andrea Kosavic for more information about York Digital Journals.

York Digital Journals resources

- How to get started with York Digital Journals
  This resource site explains the library's commitment to the hosting of York University's journal content. It will explain how to get started, and has an extensive Frequently Asked Questions section.
- Journal planning checklist
  This is a list of questions that will help you begin your journal planning: whether it be starting a new journal, or migrating an existing journal to the YDJ platform.
- Maximizing exposure of your scholarly journal
  This is a list of suggestions for maximizing the online exposure of your journal. Please note that some of these options are limited to journals that meet specified criteria. These criteria will be noted in this list where possible.
- Journal metrics
  Finding abstracting, indexing, and citation information online.

Scholarly Communications at YUL

About York Digital Journals

About YorkSpace

New YDJ journals

- Tusaaji: A Translation Review
- Health Tomorrow: Interdisciplinarity and Internationality
Websites Showcasing Faculty Research
DUKE UNIVERSITY
Scholars@Duke
https://scholars.duke.edu/
UNIVERSITY OF GUELPH
Celebrate Campus Authors
http://author.lib.uoguelph.ca/
VANDERBILT UNIVERSITY
Interviews with Faculty Authors
http://newsonline.library.vanderbilt.edu/category/interviews/

- Lenn Goodman on religious pluralism and values
  Listen to an interview with Lenn Goodman, Professor of Philosophy and Andrew Mellon Professor of Humanities, about his soon-to-be-published book Religious Pluralism and Values in the Public Sphere.

- William Franke on the Unsayable
  Listen to an interview with William Franke, Professor of Comparative Literature, Italian, and Religious Studies, about his forthcoming book A Philosophy of the Unsayable.

- Phil Ackerman-Lieberman on a “Jew's best friend”
  Listen to an interview with Philip Ackerman-Lieberman, Assistant Professor of Jewish Studies and Law and Affiliated Assistant Professor of Islamic Studies, about the recent book A Jew's Best Friend?: The Image of the Dog throughout Jewish History, which he edited with Rakefet Zaleshik.

- Sandra Barnes on Black Megachurches
  Divinity Librarian Chris Benda interviews Sandra Barnes, Professor of Sociology of Religion and Professor of Human and Organizational Development, about her recent book, "Live Long and Prosper: How Black Megachurches Address HIV/AIDS and Poverty in the Age of Prosperity Theology." Listen to the interview now or download it.
The Visible Scholarship Initiative is a collaboration between the College of Liberal Arts and Human Sciences and the University Libraries that seeks to make visible the stages of research and creative scholarship in the liberal arts and human sciences. Illustrating how faculty address key questions, employ varied methods, and produce significant results makes it possible to acknowledge and encourage research and creative activities that engage challenging questions and demonstrate sophisticated understanding.

Works used in these research and creative processes are displayed on the second floor near the news alcove.

Paul Sorrentino: Stephen Crane: A life of fire

With the exception of Poe, no American writer has proven as challenging to biographers as the author of The Red Badge of Courage. Stephen Crane’s short, compact life—“a life of fire,” he called it—continues to be surrounded by myths and half-truths, distortions and outright fabrications. Mindful of the pitfalls that have marred previous biographies, Paul Sorrentino has sifted through garbled chronologies and contradictory eyewitness accounts, scoured the archives, and followed in Crane’s footsteps. The result is the most complete and accurate account of the poet and novelist written to date.

Janet Abbate: Recoding gender

Today, women hold only a quarter of computer science degrees and technical computing jobs, and the stereotype of the male computer geek seems to be everywhere in popular culture. Few people know that women were a significant presence in the early decades of computing in the United States and Britain—indeed, in the 1950s programming was often considered woman’s work. In Recoding Gender, Janet Abbate explores the untold history of women in computer science and programming from the Second World War to the late twentieth century.

Elisabeth L. Austin: Exemplary ambivalence in late nineteenth-century Spanish
Exemplary ambivalence in late nineteenth-century Spanish America addresses the curiously "bad" examples written into Spanish American creole narratives from the end of the 19th century. Such narratives, authored by the post-independence creole elite, seek to shape their readers by prescribing socio-political ideals for the Spanish American republics. This study interrogates the ideological fissures within postcolonial social and racial mythologies, reading exemplarily as an unintentional narrative of creole writing subjects’ social fears.

Max O. Stephenson and Laura Zanotti: Building walls and dissolving borders

Walls play multiple social, political, economic and cultural roles and are linked to the fundamental question of how human beings live together. Globalization and urbanization have created high population density, rapid migration, growing poverty, income inequality and frequent discontent and conflict among heterogeneous populations. The writers in this volume explore how walls are changing in this era, when social “containers” have become porous, proximity has been redefined, circulation has intensified and the state as a way of organizing political life is being questioned. The authors analyze how walls articulate with other social boundaries to address feelings of vulnerability and anxiety and how they embody governmental processes, public and social contestation, fears and notions of identity and alterity.

Matthew Heaton: Black skin, white coats

Black Skin, White Coats is a history of psychiatry in Nigeria from the 1950s to the 1980s. Working in the contexts of decolonization and anticolonial nationalism, Nigerian psychiatrists sought to replace racist colonial psychiatric theories about the psychological inferiority of Africans with a universal and egalitarian model focusing on broad psychological similarities across cultural and racial boundaries.

Corinne Noirot: Entre Deux Airs

Library Events Promoting Faculty Research
Welcome to the Authors@UF Home Page

Authors@UF is a program of the Smathers Libraries Campus Conversations series, and is designed to showcase UF authors and their scholarship while providing a forum for discussion and communication between the author and the campus community and beyond. The primary focus is on UF authors of monographs but is not limited to book authors.

Ideally, the authors series will be held four times per academic year, twice in each of the fall and spring semesters. The program format is flexible and might range from informal conversation to author lecture/Q&A, and include an author presentation and readings, and a discussion.

Upcoming Conversations

- Christopher Silver - September 30, 2014
- Mary Ann Evans - November 6, 2014

Previous Conversations

- Judith W. Page - April 23, 2014
- Steven Noll and David Tegeder - February 17, 2014
- Lillian Guerra - October 28, 2013
- Stephanie A. Smith - September 4, 2013
- Paul Ortiz - February 5, 2013
- Benjamin Helms/Milwaukee - November 13, 2012
- Richard Silver - October 16, 2012
- Lesta Corman - July 18, 2012
- Norman Goda - February 22, 2012
The University of Kansas Libraries has announced the fall speakers for the Libraries Lecture Series. The series highlights the breadth of interdisciplinary research and creative work found on an expansive range of topics across campus. The fall 2014 series features five eminent KU scholars:

**Dr. Steven Duval and Rebecca Blocksome**

**September 18, 2014 | 3:30 p.m. | Watson Three West**

*Thinking through: Practice-led research, interdisciplinarity and road building*

Dr. Steven Duval, post-doctoral researcher for the ARC initiative, and Rebecca Blocksome, art editor at Spencer Museum of Art, will discuss the history of practice-led research, the role of hybrid practices in collaborative research and their work with the Spencer Museum of Art’s ARC (Arts-Research-Collaboration) initiative. Artists and curators have been making work for years that has produced knowledge, but how does this knowledge turn into what we would traditionally call research? This talk will revolve around this question and coincides with the Watson Library exhibition, “art+science: Collaborative research at the University of Kansas.”

**Foundation Distinguished Professor Chris Beard and Post-Doctoral Researcher Pauline Coster**

**October 16, 2014 | 3:30 p.m. | Watson Three West**
Science in the midst of geopolitical instability: New data on early primate evolution in Libya

Foundation Distinguished Professor Dr. Chris Beard and Post-Doctoral Researcher Pauline Coster will discuss their recent fieldwork and associated research on early Cenozoic primates and other mammals in Libya. The project resonates with the current geopolitics following the Arab Spring revolutions of 2011 and their aftermath, as well as the purely scientific issues relating to primate evolution and how climate change may have impacted early African ecosystems.

Dr. Beard is a 2000 MacArthur Fellowship “Genius Award” winner, and his discoveries of new primate groups have reshaped our understanding of the early history of mammals.

University Distinguished Professor and Senior Curator Dr. Town Peterson

November 20, 2014 | 3:30 p.m. | Watson Three West

Merging science with history: Filling in a century of Mexican ornithology

University Distinguished Professor and Senior Curator Dr. Town Peterson focuses on aspects of the geography of biodiversity with a focus on tropical ornithology and systematics. He has conducted research focusing on the alpha taxonomy of birds, as well as on the phylogeny of recently radiated clades of birds. His work with the geographic and ecology of species’ distributions has taken him into other fields, including conservation biology and planning, invasive species biology, and disease transmission systems. Dr. Peterson’s work is collaborative in nature, and usually involves geographers, computer scientists, and biologists.

The lectures are free and open to the public. Refreshments will be provided.
Authors@Alden
http://www.library.ohiou.edu/about/giving-to-the-libraries/gifts-make-a-difference/authors-alden/
Celebrating Books by OSU Authors

Authors: Add your name to our list of 2014 honorees.

Each spring, the OSU Library honors OSU employees and students who have authored, co-authored or edited a book or published a major creative work such as musical composition, an exhibit catalog or audio recording in the past two years.

The purpose of Celebrating Books by OSU Authors is to recognize and honor these individuals’ achievements, encourage academic dialogue and ensure that works by OSU authors are available to the University community by adding these pieces to the OSU Library’s collection.

This Year’s Event

• What: Celebrating Books by OSU Authors
• When: 2014 Research Week, 11:30am-1:30pm, Monday, Feb. 17
• Where: Anne Morris Greenwood Reading Room, Edmon Low Library

To enter: To include your work in this year’s event, please fill out the Author Form.

Previously Honored Authors

• 2014 Honorees
• 2013 Honorees
• 2012 Honorees
• 2011 Honorees
• 2010 Honorees
• 2009 Honorees
• 2008 Honorees
• 2007 Honorees

More Information

• Research Week 2014
• VIDEO: Why Attend Celebrating Book?
RESEARCH+PIZZA

Wondering about the work your professors do outside of the classroom? Want to know more about how research is done?

RESEARCH+PIZZA brings together UT students and researchers for informal lunchtime presentations and discussions.

Join us once a month to talk about UT research that led to products and services we use every day, or that's creating our future.

Sponsored by the UT Libraries, where you can read more about research.

Generously supported by Austin's Pizza.

School of Architecture faculty Dr. Robert Young discusses his research into sustainable growth in metropolitan areas, and how his previous efforts at the University of Oregon might translate to similar endeavors at UT.

Free Pizza (while it lasts) generously provided by program supporter Austin's Pizza.

Wednesday, November 6, 2013, at NOON UFCU Student Learning Commons, PCL 2.500

Research+Pizza Archives
2013
2012
2011
Science Study Break

About Science Study Break

Take a break from the books and join UT researchers for cookies, chips, and chat about popular movies and TV shows that deal with science topics.

Many viewers uncritically accept scientific information presented in movies or on TV. That may be good in the case of a medical organization broadening viewers’ knowledge by using entertainment-education—for example, embedding information about breast cancer in the storyline of a telenovela. But that may be bad when “science” unconsciously absorbed from popular programming affects citizens’ considerations of public policy issues.

In each program of this occasional series, you’ll hear faculty members discuss realms of scientific possibility, evaluate presentations of science in popular culture, or mercilessly mock bad science and worse screenwriting. You’ll also sharpen your Bad Science Detector and discover library resources you can use to check the facts.

Science Study Break occurs twice each semester and is generously supported by the University Federal Credit Union.

If you would like to suggest a future program or be a Science Study Break presenter, please email Roxanne Bogucka with the subject line “Science Study Break.”

Science Study Break Archives

2014
- September - Dr. Wallace Fowler and Living & Working in Space
- March - Dr. Vernita Gordon and Dr. Martin Kevorkian, “Dr. Who”

2013
- November - Dr. Welton Gessler, “Forensic Imaging”
- October - Dr. Russell Poldrack, “Autoexperimentation”
- April - Dr. Glenn Lightsey, “Star Trek”
- February - Dr. Timothy Loving, “Ask Dr. Loving”

2012
- November - Drs. Jan and Terry Todd, “Superhuman Strength”
- October - Dr. Carlton Erickson, “Addiction”
- April - Dr. Richard Taylor, “Disease Detectives”

2011
- November - Dr. Jim Bryant and Dr. Sam Gosling, “Sherlock Holmes”
- October - Dr. Claud Bromfield, “Apes!”
- September - Dr. Eillian van der, “Feynman”
- April - Dr. Nishi Matz, “The Biology of Avatar”
- February - Sheil Krilenbaum, “The Science of Kissing”

2010
- October - Dr. Anne Silverman, “Mega Monsters”
- September - Dr. Sacha Kopp, “2012”
- April - Dr. Alison Preston, “Memories”
- March - Dr. Risto Miikkulainen, “How ‘I Am Gone Wild”

2009
- October - Sam Scarpino, “Zombies!”
- September - Dr. Sacha Kopp, “Angels & Demons”
Author’s Rights
Retaining Author Rights

Congratulations! Someone wants to publish your work. That is always thrilling, but in the rush of excitement don't give away more rights than you should. Some authors think that the publishing agreement is a take-it-or-leave-it kind of thing, but many aspects of the agreement can be negotiated.

Why Care?
Often restrictive publishing agreements transfer copyright ownership or grant an exclusive license to the publisher. This can prevent you or BYU from using your work in many useful ways, such as (1) making copies for teaching, (2) posting portions of your work on personal or BYU web sites or other online repositories, or (3) using your work in other research activities within a fast-changing technological environment.

You gain desired flexibility and freedom to make your work more widely available by protecting rights to your intellectual work. Clarify before you sign the agreement.

Who Owns the Work?
As the author of a work, you are the copyright owner until you transfer copyright ownership in writing to someone else. At BYU, unless substantial university resources are used, you become the copyright owner of your authored works. To view the Intellectual Property Policy for BYU, visit copyright.byu.edu/ippolicy (requires NetID and password).

Before you sign on the dotted line:

1. Contemplate: What are the possible present and future uses of your work?
   While many publishing agreements grant most rights to the publisher, the publisher may not need all rights they sometimes seek. They may agree, once you bring it to their attention, that you should be allowed to reserve certain rights. Request the rights that both you and BYU need. At a minimum seek to retain the rights to use your work for classroom use, distance teaching, lectures, seminars, BYU online repositories, other scholarly works, and professional activities.

2. Review the agreement: What does it allow or not allow?
   Carefully review the section of the publishing agreement titled Author's Rights or a similar section. The Copyright Licensing Office can help you review a publication agreement. You can also visit copyright.byu.edu/rights for information on retaining the rights to your work. Sample license addendums A and B with suggested wording are provided on the web site.

3. Negotiate: What rights do you need for personal and institutional use?
   Do not be afraid to negotiate! More and more authors are successfully reserving the rights to use their works for themselves and their institutions through open discussion and negotiation. Propose inclusion of the author's addendum as found at copyright.byu.edu/specific or copyright.byu.edu/general.

After you sign:

1. Confirm the publisher's acceptance of any changes to the agreement.
The publisher should approve the changes you make; otherwise there is no "meeting of the minds." The agreement is valid only when it is written and signed by both parties.
2. Keep a copy for your records. You may need to accurately recall or show evidence as to who owns rights to your work. A complete file of publishing agreements is useful and recommended for future reference.

3. Use and protect your rights and promote this idea with others. If you retain rights to use the work for both you and your BYU’s educational or research purposes, promote those rights for your benefit and the benefit of your readers. Urge your colleagues to insist on publication agreements that will not restrict the use of their scholarship.

If you remain the copyright owner, consider registering your work with the U.S. Copyright Office. Visit Copyright Registration for information.

Brochure Available
You can print this full–color brochure: Where Have All My Rights Gone? Retaining Author Rights. Printed copies of the same brochure are also available from the Copyright Licensing Office, 3760 HBLL, 422–9339, copyright@byu.edu.

Presentations and Additional Information
Manage Your Copyrights by Dr. Kenneth Crews, Columbia University (5 min.).
Bargaining for Better Publication Agreement by Dr. Kenneth Crews, Columbia University (25 min.).
Managing Your Rights as an Author, University of Minnesota

Information for implementing NIH Public Access Policy
The NIH Public Access website includes information explaining the submission process, a list of Journals that automatically submit to PubMed Central, FAQ, and other policy and procedure details.
COPYRIGHT MANAGEMENT

OVERVIEW

When you publish a book or a paper, many publishers will ask you to transfer all copyrights in the work to them. But that is not always to your advantage.

When you assign copyright to publishers, you lose control over your scholarly output. Assignment of copyright ownership may limit your ability to incorporate elements into future articles and books or to use your own work in teaching at the University. Others at Cornell might be forced to pay to use the material in their teaching.

Unless addressed in the transfer agreement, you may be forbidden by the publisher to do the following:

- Post the work to your own web site or to a disciplinary online archive
- Copy the work for distribution to students
- Use the work as the basis for future articles or other works
- Give permission for the work to be used in a course at Cornell
- Grant permission to faculty and students at other universities to use the material

The American Association for the Advancement of Science (AAAS) has urged that "...scientists, as authors, should strive to use the leverage of their ownership of the bundle of copyright rights, whether or not they transfer copyright, to secure licensing terms that promote as much as possible ready access to and use of their published work." We present some copyright options that can help.
WHAT AUTHORS CAN DO

Video Tutorial: Copyright ownership: Preserving your rights as an author
Featuring: Peter Hirtle

Video Tutorial: Copyright: Retaining Author’s Rights in Agreements with Publishers Featuring: John Saylor

A copyright is actually a bundle of rights. Traditionally all of them have been transferred to the publisher as a requirement for publication, but it doesn’t have to be this way. There are a number of other options available to you.

Option 1: You retain all rights and license publication.
The ideal solution from the author’s perspective would be to retain the copyright and all associated rights in their work while licensing to publishers only the rights the publisher needs to conduct its business. You get to determine who can use your scholarship.

You can, for example, grant the publisher an exclusive license for the first formal publication of the work (in print, digital, or some other form). In addition, you might want to grant the publisher non-exclusive rights to authorize (or accomplish themselves) the following:

- Subsequent republication of the work
- Reformating of the publication (from print to microfilm or digital formats, for example)
- Distribution via document delivery services or in course packs

The key issue with Option 1 is determining what are the minimum bundle of rights that the publisher needs in order to protect its investment in the publication. This will vary from publisher to publisher. We have some sample language that can help.

Option 2: You transfer your copyright, but retain some specified rights.
You can assign your copyright to the publisher, but at the same time reserve some specific rights for yourself. Rights you might want to receive from the publisher include:

- The right to make reproductions for use in teaching, scholarship, and research
- The right to borrow portions of the work for use in other works
- The right to make derivative works
- The right to alter the work, add to the work, or update the content of the work
- The right to be identified as the author of the work
- The right to be informed of any uses, reproductions, or distributions of the
The right to perform or display the work
The right to include all or part of this material in the your thesis or dissertation
The right to make oral presentation of the material in any forum
The right to authorize making materials available to underdeveloped nations for humanitarian purposes
The right to archive and preserve the work as part of either a personal or institutional initiative, e.g. On your web site or in an institutional repository.

The weakness of Option 2 is that it is often difficult to anticipate in advance everything that an author may wish to do with a work, especially over time and with changes in information technology.

The Scholars Copyright Addendum Engine can generate an addendum that can be attached to a publishing contract. The addendum reserves to the author the rights that are of greatest importance.

Option 3: You can transfer all copyrights to the publisher.
Option 3 is the traditional solution, but is the least desirable from the author’s perspective.

SAMPLE COPYRIGHT AGREEMENT

1. Amending Publisher Agreement
Sometimes changing a few words (exclusive to non-exclusive, for example) or substituting language for a particular section may be all that is needed. In many instances, publishers will accept the changes.

Grant a license to the Publisher (Option 1):
Many publishers offer authors the option of retaining copyright. All they require is a licence in order to publish the work. If a licence is not available, you can try creating one:

The original contract may read:

The author transfers exclusively to the publisher copyright (including all rights thereunder) in the work for the duration of copyright and all extensions and renewals thereof, in all languages, throughout the world, and in any form or medium now known or hereafter developed.

Cross out the above and substitute the following language:

The author grants to the Publisher exclusive first publication rights in the Work, and further grants a non-exclusive license for other uses of the Work for the duration of its copyright in all languages, throughout the world, in all media. The Publisher shall include a notice in the Work saying "© [Author’s
Name]. Readers of this article may copy it without the copyright owner's permission, if the author and publisher are acknowledged in the copy and copy is used for educational, not-for-profit purposes."

You might want to include other elements important to you, such as a deadline by which the publication must appear.

**Transfer copyright but reserve some rights (Option 2)**
If you decide you are willing to transfer your copyright but wish to retain certain rights for yourself, strikeout or modify any language that grants exclusive rights to the publisher. Alternatively, a simple solution is to use the Scholars Copyright Addendum Engine. The Engine gives you several options from which to select and then will generate a PDF contract addendum that you can print out and submit to the publisher.

**ADDITIONAL RESOURCES**
The AAAS report about [scientists' authorship rights in the digital age](#).
[Making change work for you](#) from Create Change
Author Rights

You have exclusive rights

As the author, Section 106 of the copyright law gives you the exclusive right to reproduce the copyrighted work, prepare derivative works, distribute the work, and display or perform the work publicly. Copyright law does contain several limitations to these enumerated exclusive rights, but you do have control over much of your work. You are also given the exclusive ability to sell, license, or otherwise authorize others to exercise all or some of these rights.

You can choose to retain all, or some, of your rights

If you choose to publish your work, the publisher needs to have your permission to be able to make copies of your work and to distribute it, since you have the right exclusively (see above). You can grant the publisher these permissions, while still retaining all of your ability to exercise these rights as well. This is called a non-exclusive transfer. You may also choose to give your rights exclusively to a publisher or another entity. This is called an exclusive transfer. Exclusive transfers of copyright must be in writing. You may also choose to parsell the rights, i.e. to give one right to one person, and give another to another person. Example: you publish your book with a publisher, but grant the film derivative right to a movie studio. These rights can also be exclusive or non-exclusive.

You can negotiate publisher agreements

Read your publication agreement carefully! Traditionally, publication agreements have asked for a complete or exclusive transfer of all copyrights from the author to the publisher for either a set period of time or for as long as the copyright would last. This means that if you want to re-use your own work, place a copy in a repository, display the work publicly, or many other uses, you would have to obtain permission from the publisher as you would no longer have those rights. Today, publishing agreements run the gamut from very restrictive exclusive transfers to very open non-exclusive transfers. If you find an agreement that you feel is too restrictive, you can negotiate to keep the rights that you want. You can find the copyright transfer agreement on your own, or use an author addendum created by organizations such as SPARC. The SPARC website has a lot of information on author rights and negotiating agreements.

You can license the work yourself

You can license others to use your work by assigning a Creative Commons (CC) license to your work. These licenses allow creators to communicate which rights they wish to retain, and which rights they waive. The licenses do not replace copyright law, but are a mechanism for defining how others may use your work. You should understand the licenses very well before applying one to your work.

You need to be aware of prior commitments

You may be obligated by prior commitments or mandates. For example, if you have funding from the National Institutes of Health (NIH), you are required by their public access policy to make your work available through PubMed Central within twelve months of publication. If a journal you publish with does not submit directly to PMC, the investigator should ensure that language is included in copyright agreements for publications to ensure that the agreement between the investigator and the publisher allows for submission to PMC. The NIH has recommended the following language:

"[Journal] acknowledges that Author retains the right to provide a copy of the final manuscript to the NIH upon acceptance for Journal publication, for public archiving in PubMed Central as soon as possible but no later than 12 months after publication by Journal."

Alternatively, attach the Scholar's Copyright Delayed Access Addendum to the publication contract. The Addendum is a legal instrument that acknowledges any prior grants (including those required by funding agencies). It also provides you with other important rights, including the right to use your paper in your own teaching and research, the right to build on the paper in future publications, and the right to deposit the PDF version from the publisher with PMC. An online engine that generates the Addendum is found at http://scholars.americancommons.org. Note that the engine currently creates an agreement with a six month delay; this can be changed manually if the journal involves PMC delaying access for the full twelve months.
Author’s Rights

Know your copyrights

What Are Your Rights?

As the author of a work, you are the copyright holder unless you transfer your rights.

Copyright law gives the creator of copyrighted works exclusive rights, including:

- To reproduce the work in copies (e.g., through photocopying)
- To distribute copies of the work
- To prepare transitional or other derivative works
- To authorize others to exercise any of these rights

What Copyrights Must Be Transferred?

Many publishers require authors to transfer copyrights to them in exchange for publishing their works.

When Copyrights Must Be Transferred

- To publish the work in a journal
- To publish the work in a book
- To publish the work in an electronic database

Why Retain Your Rights?

Making research and scholarship as widely available as possible supports the University of Iowa’s mission “to advance scholarly and creative endeavor through leading-edge research and artistic production. To use this research and creativity to enhance undergraduate, graduate, and professional education; health care, and other services provided to the people of Iowa, the nation, and the world.”

How to Retain Your Rights

Check the SHERPA/RoMEO web site to view the self-archiving and copyright policies of your publisher.

Publisher policies and agreements are usually linked from the author information or article submission section of a journal’s website.

If the policy for the publisher you want to use isn’t listed in the SHERPA database, or isn’t what you desire, you can retain rights by specifying to the publisher of your article which rights you would like to keep.

The University’s Intellectual Property Policy, in the Discipline-based Research Repository Operations Manual at V-30, addresses when copyright belongs to the University or the employer owns the copyright. The University’s Intellectual Property Policy, in the Operations Manual at V-30, addresses when copyright belongs to the University.

Examples of Publisher Copyright/Publishing Agreements:

American Physical Society: copyright is transferred but authors have the right to...

Which Publishers Are Flexible about Author’s Rights?

Publisher policies and agreements vary considerably. The SHERPA/RoMEO database offers a summary of publisher copyright policies & self-archiving.

While some publishers will not accept an addendum outright, they might respond by sending back a second, more author-friendly publishing contract.

Publisher policies change over time, and the terms stated on their web sites often vary from the terms of their actual agreements, so it is important to read the agreement itself.

Examples of Publisher Copyright/Publishing Agreements:

American Physical Society: copyright is transferred but authors have the right to...

Option One: Cross out the original exclusive transfer language in the publication contract that your publisher provides and replace it with text such as the following:

On [Date], you [name of author] granted to the American Physical Society (the "Publisher") the exclusive, worldwide rights in the [Title] (the "Work") to:

1. Reproduce the Work in copies (e.g., through photocopying)
2. Distribute copies of the Work
3. Prepare transitional or other derivative works
4. Authorize others to exercise any of these rights

This license gives the creator of copyrighted works exclusive rights, including:

- To reproduce the work in copies (e.g., through photocopying)
- To distribute copies of the work
- To prepare transitional or other derivative works
- To authorize others to exercise any of these rights

How to Negotiate a Contract

Before signing, strikeout and modify language of the publishing contract by changing the contract from granting "exclusive" rights to the publisher to granting "non-exclusive" rights to the publisher.

Negotiating changes to the standard agreement can help authors retain rights, retain rights, and control the rights they retain.

Publisher policies change over time, and the terms stated on their web sites often vary from the terms of their actual agreements, so it is important to read the agreement itself.

Examples of Publisher Copyright/Publishing Agreements:

American Physical Society: copyright is transferred but authors have the right to...

For more information, visit the Scholarly Publishing subject guide or contact UI Libraries.
Representative Documents: Author’s Rights

Cambridge University Press, American Political Science Association (Copyright Agreement): exclusive copyright is transferred to the publisher.

Blackwell Publishing, Society for Applied Philosophy (Exclusive License Form): exclusive copyright is transferred to the publisher.

Elsevier (Sample Copyright Transfer Agreement): copyright is transferred but some rights are retained by the author.

Nature Publishing (License to Publish): allows copyright to remain with the author.

London Mathematical Society (Publication Agreement): allows copyright to remain with the author.

Public Library of Science (PLoS) (Open Access License): author retains copyright under Creative Commons license.

Rockefeller University Press, Journal of Experimental Medicine (Copyright Policy/Provisional License to Publish): author retains copyright under Creative Commons license.

The author grants to the Publisher exclusive first publication rights in the Work, and further grants a non-exclusive license for other uses of the Work for the duration of its copyright in all languages, throughout the world, in all media. The Publisher shall include a notice in the Work saying “[Author’s Name]” Readers of this article may copy it without the copyright owner’s permission, if the author and publisher are acknowledged in the copy and copy is used for educational, not-for-profit purposes." Option Two: Use the University of Iowa’s Authors Addendum, or any author addendum you find suitable (the column to the left on this page has a list of addenda). An addendum provides you with the additional opportunity to grant other rights to the public - such as the freedom to use the work for non-commercial purposes provided attribution is given - which fosters further use and impact of your work.

Option Three: The Creative Commons helps you publish your work online while letting others know exactly what they can and can’t do with your work. When you choose a license, CC provides you with tools and tutorials that let you add license information to your own site, or to one of several free hosting services that have incorporated Creative Commons.

Comments (0)
What is Author Rights?

As soon as you begin creating a scholarly work in fixed medium, it is covered under copyright law and no other actions are necessary for it to be protected. But, when you sign a contract to publish that work, you may be asked to transfer your copyright. Many academic publishers...
require that authors sign away the rights to their work, but this doesn't always have to be the case. Authors can retain the rights to their work in several ways: negotiating the author's addendum to the traditional scholarly publishing contract, publishing under a Creative Commons license, and other open alternatives.

**Author Addendum**

Your article has been accepted for publication in a journal and, like your colleagues, you want it to have the widest possible distribution and impact in the scholarly community. In the past, this required print publication. Today, there are other options such as online archiving, but the publication agreement you’ll likely encounter may actually prevent open distribution of your work. You would never intentionally keep your research from a readership that could benefit from it, but signing a restrictive publication agreement can limit your scholarly universe and lessen your impact as an author.

Why? According to many standard publication agreements, all rights—including copyright—go to the journal. Signing such an agreement may prevent you from re-using or sharing your work. You might want to republish your article, or portions of it, in later works. You might want to give copies to your class or distribute it to colleagues. And you likely want to post it on your professional web page or deposit it in an online repository. These are all ways to give your research wide exposure and fulfill your goals as a scholar, but they may be prohibited or restricted by an authors agreement. If you sign on the publisher’s dotted line, is there any way to retain these critical rights?

Yes. The CIC encourages its scholarly authors to consider attaching an authors addendum to retain certain rights for the author and the University. The addendum states that, regardless of what terms agreed to in the publishing contract or agreement, the Author retains for herself and her university a non-exclusive right to continue to use the work, to modify it, to share it online. Other organizations have also developed authors addenda: the SPARC Author Addendum is a legal instrument that modifies the publisher’s agreement and allows you to keep key rights to your articles. The Author Addendum is a free resource developed by SPARC in partnership with Creative Commons and Science Commons, established non-profit organizations that offer a range of copyright options for many different creative endeavors.

**Creative Commons**

The ideal of universal access to research, education, and culture is made possible by the Internet, but our legal and social systems sometimes operate in conflict with the goals of broad public access. Copyright law was developed long before the emergence of the Internet, and can make it hard to legally perform actions we take for granted on the network: copy, paste, edit source, and post to the web. The default setting of copyright law is that all of these actions require explicit permission, granted in advance, whether the user is an artist, teacher, scientist, librarian, policymaker, or a member of the general public.

The Creative Commons (CC) licenses and tools forge a balance inside the traditional “all rights reserved” setting that copyright law creates. Creative Commons tools give everyone from individual creators to large companies and institutions a simple, standardized way to explicitly grant permission to certain uses of their copyrighted works. The combination of our tools and our users is a vast and growing digital commons, a pool of content that can be copied, distributed, edited, remixed, and built upon, all within the boundaries of copyright law.

CC licenses are customizable. Some examples include: CC-BY, which only requires that content be attributed when reused; CC-BY-ND, which requires attribution, but does not allow derivatives of your work to be produced; CC-BY-NC, which requires attribution, but does not allow for any commercial uses of your work. Choosing the right CC license for your research and scholarly output is easy and can be done in just a few very simple steps at the Creative Commons website.
Open Alternatives

One alternative to signing away the rights to your research and writing is to publish your work openly. There are many ways of doing this, including in peer-reviewed open access journals. The reality, however, is that the tenure and promotion process, coupled with the entrenched practices of scholarly publishing, does not encourage and makes it very difficult for many scholars across the disciplines (though there are exceptions) to publish openly. For more information on open access publishing, please visit the Open Access section of this guide.

Resources

Below, the Center presents some recommended resources on author's rights. For more information, please contact us at cscdc@northwestern.edu or visit our website.

Committee on Institutional Cooperation

As CIC members, Northwestern University scholars have access to its scholarly communication resources, including the author copyright contract addendum.

Scholarly Publishing and Academic Resources Coalition (SPARC)

SPARC is an international alliance of academic and research libraries working to correct imbalances in the scholarly publishing system.

Creative Commons

CC develops, supports, and stewards legal and technical infrastructure that maximizes digital creativity, sharing, and innovation.

SHERPA/RoMEO

An international database dedicated to providing publisher copyright and self-archiving policies.

Keep Your Copyrights

This resource aims to make clear why you might want to keep your copyrights, and includes important information on author contracts.

Scholar's Copyright Addendum Engine

The engine will help you generate a PDF form that you can attach to a journal publisher's copyright agreement to ensure that you retain certain rights.
Authors’ Rights

Most academics engage in both teaching and research. Both are intimately tied to communications, and in particular to the patterns of scholarly communications that have developed over the past century. We’re all familiar with the process of faculty authors producing research articles, peer-reviewed journals vetting the scholarship and distributing it, and libraries organizing, archiving, and making it available to other scholars and students as the foundation on which new knowledge is built.

If you have questions about authors’ rights or other scholarly communication issues, contact your subject librarian or contact John Russell, Scholarly Communications Librarian.

For UO authors

- Deposit your work in Scholars’ Bank, the UO’s institutional repository, and guarantee that it will be accessible to a world-wide readership
- Find Open Access journals -- consider publishing in an OA journal and take advantage of many benefits
- Get consulting assistance on your publishing questions:
  - Avoid plagiarism and copyright infringement
  - Get permission to quote copyrighted works
  - Understand publishers’ copyright transfer agreements
  - Use an Author’s Addendum to protect your rights when you transfer copyright to a publisher
  - Comply with NIH Public Access Policy (for authors funded through NIH grants)
  - Comply with NSF data management rules and other funder mandates for public access to data

For UO editors and journal publishers

- Get information about the new UO Libraries e-journal publishing service
- Plan and edit a new electronic journal (information for editors)

For students

- Grad students: Submit your doctoral dissertation electronically, and it will be automatically deposited in Scholars’ Bank, available open access to the world
- Undergraduates: Submit your work to the Oregon Undergraduate Research Journal

Learn more

- Learn about Open Access publishing at the UO
- View online videos about Scholarly Communications and Open Access
- Find further readings about Scholarly Communications more generally
Attention Authors!

The publication process fails to serve the needs of an inattentive author. In order to manage their copyright assets throughout the process it is vital that authors read and understand the agreements that they sign. Authors should think about both current needs and future uses of their works and be certain that they retain rights sufficient to accommodate those needs.

- From Copyright and authors' rights: A Briefing paper

Retain the Rights You Need

Publishers require only the author’s permission to publish an article, not a wholesale transfer of copyright. Use Sherpa/Romeo to quickly find publishers’ policies when deciding where to publish and what rights you’ll need to negotiate. Use the How Open Is It? guide to make informed decisions about where to publish based on publishers’ policies. Use the Scholar’s Copyright Addendum Engine to generate a customized addendum to your publisher’s contract, reserving the rights you need.

Toll Access publishers’ contracts restrict an author’s use of published work in teaching and research. Contracts may prohibit placing the final version publisher’s pdf on course websites, in a course-pack, in scholarly presentations, on the author’s personal web page, and in digital archives like UTK’s TRACE.

Some publishers anticipate an author’s legitimate need to distribute and repurpose his/her work and no longer require exclusive rights to publication. About embargos: Some publishers balance their interest in recouping publishing costs with the author’s desire to disseminate their ideas broadly, placing an embargo, usually 6-12 months, on the author’s ability to place the publisher’s pdf in a digital archive.

Why Retain Your Rights?

- Keep Your Copyrights: Columbia Law School
  "...why you might want to keep your copyrights, and to provide information both to help you hold on to your rights and to grant on reasonable terms the rights you do license."

- The SPARC Author Rights support page

- Deposit in TRACE
  Depositing the full text of your scholarly output in the University of Tennessee’s digital archive, TRACE will make it more accessible and findable to a wider audience.

Open or Closed: Author’s Choice

From http://www.youtube.com/openaccessnet.
Representative Documents:

Author's Rights Retention Kit

UNIVERSITY OF TENNESSEE
Author's Rights Retention Kit
http://libguides.utk.edu/retainyourrights

- use part of the work as a basis for a future publication
- send copies of the work to colleagues
- share copies of the work with students
- comply with the NIH Public Access Policy or other funding agency policies
- present the work at conferences or meeting and give copies of the work to attendees
- use a different or extended version of the work for a future publication
- make copies of the work for personal use and educational use
- use graphs, charts, and statistical data for a future publication
- use the work for educational use such as lecture notes or study guides
- comply with public access mandates
- deposit supplemental data from the work in an institutional or subject repository
- place a copy of the work on electronic reserves or use for student course-packs
- include the work in future derivative works
- make an oral presentation of the work
- include the work in a dissertation or thesis
- use the work in a compilation of works or collected works
- expand the work into a book form or book chapter
- retain patent and trademark rights of processes or procedures contained in the work

-Adapted from this list

Ask, Comment, or Suggest Here

Please supply email address if asking a question.

Other options to ask for help:

1. send email directly to annviera@utk.edu
2. Chat

Usefulness comments are welcome. Be specific.

Was this information helpful?

Yes  No  Don't Know

How useful is this page?

1 = Not Useful, 5 = Very Useful

1  2  3  4  5

Additional comments:

Your Email:

Submit

Comments (0)

For Librarians: Author's Rights Retention Kit materials

The resuable files and examples were developed by Ann Viera to make the paper version of the Author's Rights Retention Kit for the UT College of Veterinary medicine authors.

Alternate versions created for Agriculture can be found here.
UNIVERSITY OF TENNESSEE
Author's Rights Retention Kit
http://libguides.utk.edu/retainyourrights

- Author's Rights Retention Kit Cover Sheet (1)
- Toll Access Publisher Copyright Transfer Statement Info (2)
- SPARC Addendum to Publication Agreement (3)
- Author's Rights Retention Kit (2 & 3)
- SelectedWorks Flyer (4)
- Author's Rights Retention Kit Flyer
- Timeline: changes to scholarly publishing at UTK
- Infographic Still a Problem: Access to the Veterinary Literature by Veterinarians in Practice
- Pendergrass Library in Numbers 2/2014
- Pendergrass Library Resources Guide

O.K to Reuse
http://creativecommons.org/licenses/by/4.0/

Last Updated: Feb 21, 2014  
URL: http://libguides.utk.edu/content.php?pid=508057
Print Guide  
RSS Updates  
Email Alerts

Powered by Springshare; All rights reserved. Report a tech support issue.
View this page in a format suitable for printers and screen-readers or mobile devices.
Authors are becoming increasingly aware that the Copyright Transfer Agreements they sign when their articles are accepted for publication can restrict their ability to share their research.

Copyright Transfer Agreements may prevent you from:
- Sharing your work with your colleagues
- Posting your article on your website
- Using your work for teaching purposes
- Creating derivative works
- Posting your work to an institutional repository

This effectively limits the audience of your research to journal subscribers only, which can affect researchers in developing countries, smaller institutions or researchers unaffiliated with an institution.

The following are suggestions to maximize your research exposure:

Know your publisher
- Look up a publisher’s policy online at the Sherpa/Romeo website http://www.sherpa.ac.uk/romeo.php
- If possible, choose to publish in an Open Access journal, or with publishers that support an author’s right to disseminate his/her work

Negotiate your copyright
- If your publisher of choice is very restrictive, you still have the option of negotiating your copyright
- The SPARC Author Addendum is a tool that authors can use to negotiate their copyright with publishers http://www.carl-abrc.ca/projects/author/author-e.html
- Publishers are capitalizing on authors that don’t ask to retain their rights the reality is that many are flexible with requests

The Scholarly Communications Initiative team at York is available to help answer your questions and direct you to appropriate resources.

For a brief and informative overview on author rights, visit this link: https://umconnect.umn.edu/umauthorsrights/

Author’s Rights, Tout de Suite gives journal article authors a quick introduction to key aspects of author’s rights. The guide includes references to online documents and links to pertinent Web sites to foster further exploration of this topic.
Support for Repository Deposits
Knowledge Base
← Academic Commons - FAQ

Overview →
- What is Academic Commons?
- What doesn't Academic Commons do?
- How is Academic Commons backed up?
- How does Academic Commons differ from University Archives?
- Does Academic Commons have any analysis or visualization tools?

Deposit →
- Who can deposit in Academic Commons?
- Why should I deposit in Academic Commons?
- What can I deposit in Academic Commons?
- What can't I deposit in Academic Commons?
- What happens to materials deposited in Academic Commons?
  11 articles →

Policies →
- What are the Terms of Use for Academic Commons?
- What is the Academic Commons Privacy Policy?
- Can I make changes to an item once I've deposited it into Academic Commons?
- Are items peer-reviewed before they go in Academic Commons?
- I only want people at Columbia to view my work. Can you limit access to Academic Commons?
  8 articles →

Copyright →
- Are works in Academic Commons protected by copyright?
- I am the co-author of an article. Do I have to let my co-authors know that I am depositing in Academic Commons?
- I think the publisher owns the copyright to my work. How do I know what I can deposit?
The articles or books that reference my data are under copyright. Can I deposit those?
What can I do if I think someone has plagiarized my work which has been deposited in Academic Commons?

File Format →
What is the preferred file format in Academic Commons?
Will you convert my deposited files into PDF (or some other format)?
Are items in Academic Commons machine readable?
Do you support video or audio as embedded links?

Data →
Can I deposit my data in Academic Commons?
Can I deposit data from human subject studies?
Is there a copyright on data?
Is there any way for me to control how my data will be used by others?
Can I deposit data that were generated using a dataset I obtained from another researcher or agency?

Dissertations and Theses →
How do I deposit my thesis or dissertation?
Can I deposit my dissertation if I graduated before 2011?
Who do I contact to change the embargo on my dissertation?
Who holds the copyright to my dissertation/thesis?

Visibility →
Why are there two formats for permanent URLs in Academic Commons?
What is the difference between a Handle and a DOI?
What do you do to increase the visibility of my work?
What kind of usage statistics does Academic Commons collect?
Does Academic Commons support OAI-PMH?

All articles →
What is Academic Commons?
Can I deposit my data in Academic Commons?
What is the preferred file format in Academic Commons?
Who can deposit in Academic Commons?

Does Academic Commons provide in-line viewing of documents and videos?

New and returning users may sign in.
The University Library provides a range of services that support the long-term preservation and access to digital content.

User Support

The Library operates an eCommons user support service for answering questions about eCommons. We can be contacted by going to http://ecommons.library.cornell.edu/contact.html

Consulting

The Library can offer consulting on topics related to digital preservation and access, including:

- **Digitization**: options for converting analog materials to digital format, recommended procedures, and cost estimates.
- **File formats**: which formats have a high "preservation support level" in eCommons and whether it is possible to convert existing files to these formats. See Recommended File Formats for eCommons.
- **Author's rights and copyright**: how to determine whether an author has the rights to deposit her/his work in eCommons, and how to secure these rights.
- **eCommons Collections**: consult with those responsible for eCommons Collections on rights and responsibilities of Collections and how to create effective and flexible workflows.

To request additional information about these topics, please contact Digital Consulting and Production Services. Fees may apply.

**Digitization and content preparation, for submission to eCommons**

The University Library may be able to help you prepare content for submission to eCommons. The Library offers various services for
preparing and submitting content to eCommons. This includes digitization, metadata generation, file conversion, and batch submission processes. Please contact Digital Consulting and Production Services. Fees may apply.

**Customization**

At this time, the Library discourages requests for customized interface access methods to content within eCommons. This includes customized browse lists and other specialized entry points into eCommons that need to be maintained by eCommons staff.

**Preservation Support Policy**

See the Preservation Support Policy under eCommons Policies.

**Collections and Collection Administration**

See the description of Collections and Collection Administration under eCommons Rights and Responsibilities.

**Recommended File Formats for eCommons**

eCommons can accept many electronic file formats. As stated in the eCommons Preservation Support Policy, the University Library is committed to preserving the binary form of the digital object of content deposited in eCommons. As resources permit, the Library will also take further measures to preserve as much functionality ("look and feel") of the original content as possible.

The long-term preservation of the complete and original functionality of certain file formats, however, may not be practical or possible. Research and experience has shown that the likelihood of successful long-term preservation of content is much higher when file formats possess the following characteristics:

- complete and open documentation
- platform-independence
- non-proprietary (vendor-independent)
- no "lossy" or proprietary compression
- no embedded files, programs or scripts
- no full or partial encryption
- no password protection
Below is a table of file formats. Those formats in the second column exhibit the characteristics above and thus have a high probability of full preservation. Those in the right-hand column have a low probability of being fully preserved over time. Those formats in the middle are preferred over their counterparts in the right-hand column, but assurance of their long-term preservation is not as high as the left-hand column.

It is recommended that those depositing content in eCommons use formats in the left-hand column if at all possible, and consider methods for converting files with low probability to formats with higher probability.

For help in accessing where your digital content falls within this table, or consulting about strategies for converting files from one format to another, please contact the Library’s Digital Consulting and Production Services.

<table>
<thead>
<tr>
<th>Media</th>
<th>High probability for full long-term preservation</th>
<th>Medium probability for full long-term preservation</th>
<th>Low probability for full long-term preservation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Text</td>
<td>• Plain text (encoding: USASCII, UTF-8, UTF-16 with BOM)</td>
<td>• Cascading Style Sheets (*.css)</td>
<td>• PDF (*.pdf) (encrypted)</td>
</tr>
<tr>
<td></td>
<td>• XML (includes XSD/XSL/XHTML, etc.; with included or accessible schema)</td>
<td>• DTD (*.dtd)</td>
<td>• Microsoft Word (*.doc)</td>
</tr>
<tr>
<td></td>
<td>• PDF/A-1 (ISO 19005-1) (*.pdf)</td>
<td>• Plain text (ISO 8859-1 encoding)</td>
<td>• WordPerfect (*.wpd)</td>
</tr>
<tr>
<td></td>
<td>• Rich Text Format 1.x (*.rtf)</td>
<td>• PDF (*.pdf) (embedded fonts)</td>
<td>• DVI (*.dvi)</td>
</tr>
<tr>
<td></td>
<td>• HTML (include a DOCTYPE declaration)</td>
<td>• Rich Text Format 1.x (*.rtf)</td>
<td>• All other text formats not listed here</td>
</tr>
<tr>
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<td>• SGML (*.sgml)</td>
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<td>• SGML (*.sgml)</td>
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<td>• OOXML (ISO/IEC DIS 29500) (*.docx)</td>
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<td>• All other text formats not listed here</td>
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<td>Raster Image</td>
<td>• TIFF (uncompressed)</td>
<td>• BMP (*.bmp)</td>
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<td>• JPEG2000 (lossless) (*.jp2)</td>
<td>• JPEG/JFIF (*.jpg)</td>
<td>• TIFF (in Planar format)</td>
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<td>• PNG (*.png)</td>
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| Raster Images   | • TIFF (compressed)  
                 • GIF (*.gif)  
                 • Digital Negative DNG (*.dng)  
                 • FlashPix (*.fpx)  
                 • PhotoShop (*.psd)  
                 • RAW  
                 • JPEG 2000 Part 2 (*.jpg, *.jpx)  
                 • All other raster image formats not listed here |
| Vector Graphics | • SVG (no JavaScript binding) (*.svg)  
                 • Computer Graphic Metafile (CGM, WebCGM) (*.cgm)  
                 • Encapsulated Postscript (EPS)  
                 • Macromedia Flash (*.swf)  
                 • All other vector image formats not listed here |
| Audio           | • AIFF (PCM) (*.aiff, *.aif)  
                 • WAV (PCM) (*.wav)  
                 • SUN Audio (uncompressed) (*.au)  
                 • Standard MIDI (*.mid, *.midi)  
                 • Ogg Vorbis (*.ogg)  
                 • Free Lossless Audio Codec (*.flac)  
                 • Advance Audio Coding (*.mp4, *.m4a, *.aac)  
                 • MP3 (MPEG-1/2, Layer 3) (*.mp3)  
                 • AIFC (compressed) (*.aifc)  
                 • NeXT SND (*.snd)  
                 • RealNetworks 'Real Audio' (*.ra, *.rm, *.ram)  
                 • Windows Media Audio (*.wma)  
                 • Protected AAC (*.m4p)  
                 • WAV (compressed) (*.wav)  
                 • All other audio formats not listed here |
| Video           | • Motion JPEG 2000 (ISO/IEC 15444-4)/*.mj2)  
                 • Ogg Theora (*.ogg)  
                 • MPEG-1,  
                 • AVI (others) (*.avi)  
                 • QuickTime |
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<td>RealNetworks ‘Real Video’ (*.rv)</td>
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<td>Windows Media Video (*.wmv)</td>
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<td>All other video formats not listed here</td>
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<td>Movie (others) (/*.mov)</td>
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<td>AVI (uncompressed, motion JPEG)</td>
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<td>QuickTime Movie (uncompressed, motion JPEG) (*.mov)</td>
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<td>Virtual Reality</td>
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<td>VRML (*.wrl, *.vrml)</td>
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<td>U3D (Universal 3D file format)</td>
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<td>Computer Programs</td>
<td>Compiled / Executable files (EXE, *.class, COM, DLL, BIN, DRV, OVL, SYS, PIF)</td>
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FAQs

General Questions

What is the UT Digital Repository?
Do I need special software to submit or to search and download works?
Who can search, browse, and download from the UT Digital Repository?
Who can submit works to the UT Digital Repository?
Can I submit data or data sets to the UT Digital Repository?
Can faculty, researchers, or students who are not affiliated with UT submit works to the UT Digital Repository?
Why should I submit works to the UT Digital Repository?
How is the UT Digital Repository different from posting research on my own website?
Can I still link to my work from my own website?
How does the UT Digital Repository differ from WebSpace?
What is the relationship between the UT Digital Repository and the Texas Digital Library?
What are UT Digital Repository communities and collections?
I'm trying to access the UT Digital Repository and am getting system errors or no response. Who should I report this to?
Why does an embedded video not play, or not play until it is fully loaded?

Getting Started

How do I gain authorization to submit to the UT Digital Repository?
How do I submit my work to the UT Digital Repository?
What descriptive information do I assign to my work during submission?
Does the UT Digital Repository automatically assign any descriptive information or tags?
Can my department or research unit set up its own collection?
Can my department archive conference proceedings in the UT Digital Repository?

Submission Questions

What kinds of materials/content can I put into the UT Digital Repository?
Can I upload video and audio files into the UT Digital Repository?
What file formats can I submit to the UT Digital Repository?
How does the UT Digital Repository decide the recommended file formats for submission?
Is there a limit on file size?
Is there a limit on the number of files I may submit?
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Copyright and Intellectual Property Questions

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I've found my work in the UT Digital Repository and I didn't add it. Why is it here?

Access and Privacy Questions

Can I restrict access to work I submit to the UT Digital Repository? If so, to whom, and for how long?
Can I make changes to an item once I've submitted it to the UT Digital Repository?
Can items be withdrawn from the UT Digital Repository?
What privacy policies are in place for the UT Digital Repository?

Electronic Theses and Dissertations Questions

I've found my Thesis/Dissertation in the Repository and I don't think it should be there. What do I do?
I've found my Thesis/Dissertation in the Repository, and I'd like to amend it. Can I submit additional material or replace it altogether with a new version?
General Questions

1. What is the UT Digital Repository?

The University of Texas Digital Repository holds digital works and provides related services that together constitute a campus institutional repository. The Repository was established to provide open, online access to the products of the University’s research and scholarship, to preserve these works for future generations, to promote new models of scholarly communication, and to help deepen community understanding of the value of higher education. Digital works include research and scholarship, as well as works that reflect the intellectual and service environment of the campus.

2. Do I need special software to submit or to search and download works?

No, you access the Repository at http://repositories.lib.utexas.edu with any current Web browser.

3. Who can search, browse, and download from the UT Digital Repository?

The Repository is designed to provide your work the widest possible exposure, so it is open to the world for searching. You may, however, choose to submit your work but prevent it from being seen in full for a limited time. Please see question #34: “Can I restrict access to the work I submit to the UT Digital Repository?” for more information on restricting access to your work.

4. Who can submit works to the UT Digital Repository?

UT faculty, staff, and students (including student groups) may submit work to the Repository. Student work must be sponsored by a UT faculty member, and the name of the sponsoring faculty will appear in the descriptive information associated with the work. All faculty are automatically authorized to submit to the UT Faculty/Researcher Works collection when they login with their EID and password. Faculty wanting to submit works to other UTDR collections should contact the Repository Curator at utdr-collections@utlists.utexas.edu. Staff and students must request authorization from the Repository Curator before submitting work to the Repository. To request authorization, please contact Colleen Lyon, Repository Curator, at utdr-general@utlists.utexas.edu.

5. Can I submit data or data sets to the UT Digital Repository?

Yes, the UT Digital Repository is appropriate for data that is: in its final format, can be openly accessible to the public, needs to be stored long-term, and does not contain files larger than 1 GB. An additional benefit of submitting your work to the Repository is you can also submit papers and publications associated with your data. For more information about using the UT Digital Repository for your data, please contact Colleen Lyon at datamanagement@lib.utexas.edu. In addition to the Repository, the University of Texas has a host of data management services available for researchers. For more information about Data Management at UT visit http://www.lib.utexas.edu/datamanagement.

6. Can faculty, researchers, or students who are not affiliated with UT submit works to the UT Digital Repository?

In general, no. However, if the faculty, researcher, or student is affiliated with a program at the University of Texas, publishes as part of a conference or in a journal or other publication sponsored through the University of Texas, or co-authors a publication with a University of Texas researcher, the work may be submitted to the Repository.

7. Why should I submit works to the UT Digital Repository?

- Dissemination: The Repository provides high visibility and increased access to your research by furnishing descriptive information about your submitted works to search engines (e.g. Google, Bing, Yahoo), Google Scholar, OAIster, and other services.
- Increased impact and citation of your research: Works in the Repository are openly available on the web. See a bibliography of studies on the increased impact and higher citations of open access research and scholarship.
- Reliability: The Repository provides a persistent web address for your work.
- Long-term access: The Repository commits to responsible and sustainable management of submitted works. View the Preservation Policy for details.
- Control: You or your assignee retain copyright in works you submit to the Repository. Many publishers will allow you to submit previously published works to institutional repositories.
- Usage statistics: All items in the Repository have an openly accessible link to view usage statistics. You will be able to see how many times your work has been viewed and downloaded and you can see where the activity originated.

8. How is the UT Digital Repository different from posting research on my own web site?

The Repository provides benefits that may not be available on your own web site:

- full-text indexing of text files;
- enhanced discoverability through Google Scholar, OAIster, and various repositories of scholarly material;
- a permanent and persistent web address for your work so that it may be reliably cited over time;
- managed archival services for your files.

9. Can I still link to my work from my own web site?
Yes. One benefit of submitting to the Repository is that your work is assigned a permanent and persistent web address.

10. **How does the UT Digital Repository differ from WebSpace?**

Both online services allow UT faculty, staff, and students to store and access works, but there are differences:

<table>
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<tr>
<th>Feature</th>
<th>Repository</th>
<th>WebSpace</th>
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<tr>
<td>Access to works from anywhere in the world</td>
<td>✔</td>
<td>✔</td>
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<tr>
<td>Long-term storage of works</td>
<td>✔</td>
<td>✗</td>
</tr>
<tr>
<td>Service for collaboration on works in progress</td>
<td>❌</td>
<td>✔</td>
</tr>
<tr>
<td>Works discoverable by Google, search engines</td>
<td>✔</td>
<td>✗</td>
</tr>
<tr>
<td>Can submit works in many formats</td>
<td>✔</td>
<td>✔</td>
</tr>
<tr>
<td>Persistent web address for works</td>
<td>✔</td>
<td>✗</td>
</tr>
<tr>
<td>Open access to works</td>
<td>✔</td>
<td>✗</td>
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<tr>
<td>Service for dissemination of works</td>
<td>✔</td>
<td>✗</td>
</tr>
<tr>
<td>Must be current UT faculty, staff, or student to access works</td>
<td>❌</td>
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11. **What is the relationship between the UT Digital Repository and the Texas Digital Library?**

UT Austin is a founding member of the Texas Digital Library (TDL), a group of higher education libraries in Texas working together on infrastructure to support digital repositories. For more information about TDL, its members, or its services, please visit [http://www.tdl.org](http://www.tdl.org).

12. **What are UT Digital Repository communities and collections?**

The Repository organizes content around established collections to simplify the process of submitting your work and to provide you with the most flexibility for finding works of interest to you. Communities hold Collections, and Collections hold digital works. The Repository offers established Collections for faculty/staff/student submissions. In addition, we will set up a community for those departments or research units on campus wishing to establish their own collections.

13. **I’m trying to access the UT Digital Repository and am getting system errors or no response. Who should I report this to?**

If you are trying to access the UT Digital Repository and it is not responding, please contact Colleen Lyon, Repository Curator, at [utdr-general@utlists.utexas.edu](mailto:utdr-general@utlists.utexas.edu) to report the problem.

14. **Why does an embedded video not play, or not play until it is fully loaded?**

In order for video to play progressively the video must be created as a hinted format. If a video is not created in this format, then the whole video must download first before it will play. Sometimes your browser may timeout while the video is downloading. This situation tends to happen with Flash videos with an .flv extension. If it does, please try downloading the video again. If this does not work, the next step is to request the file be sent to you outside of a web browser.

If you are experiencing this or another issue with embedded video in the UT Digital Repository please contact Colleen Lyon, Repository Curator, at [utdr-general@utlists.utexas.edu](mailto:utdr-general@utlists.utexas.edu) to report the problem. We will help you as we can, or put you in touch with the person who submitted the video.

**Getting Started**

15. **How do I gain authorization to submit to the UT Digital Repository?**

**Faculty**

If you are UT faculty, you are automatically authorized to submit to the UT Faculty/Researcher Works collection. Simply login to the UTDR with your EID and password, then click “submissions” on the right-hand navigation bar under My Account. From the Submissions page, click the link “start a new submission.” If you are interested in submitting to a different collection or in setting up your own collection, please contact Colleen Lyon at [utdr-general@utlists.utexas.edu](mailto:utdr-general@utlists.utexas.edu).
16. **How do I submit my work to the UT Digital Repository?**

You should find the process of submitting to the UT Digital Repository quick and easy:

- obtain authorization (see question #15: “How do I gain authorization to submit to the UT Digital Repository?” for more information);
- login to the UT Digital repository;
- select a collection;
- grant a distribution license;
- upload your work;
- describe your work;
- review your submission;
- click Submit.

More detailed information about the submission process can be found in our Help section, and you may see a short video showing the submission process.

17. **What descriptive information do I assign to my work during submission?**

During submission the following information about your work is required:

- Author(s) or Creator(s)
- Title
- Date published or created
- Department
- Subject keywords/tag (at least one)

Additional information about your work is optional and encouraged:

- Publisher
- Citation
- Series/Report number
- Identifiers (ISBN, ISSN, etc.)
- Type of work (article, preprint, technical paper, etc.)
- Language
- Abstract
- Sponsors
- Description

18. **Does the UT Digital Repository automatically assign any descriptive information or tags?**

At the time of submission the Repository automatically assigns:

- A persistent web address for you and others to cite;
- The date of submission;
- The name of the submitter (as this may be different from the author/creator of the work);
- File format (based on its extension).

19. **How does my department or research unit set up its own collection?**

If your department or research unit wants to establish a collection, we are happy to work with you to set up access, membership, and other parameters. Each collection will have one or more people who will help define specific procedures and guidelines. The Collection Curator should be a faculty or staff member from the department or research unit. For more information about collection responsibilities, see the Collections Policy. To get started, please contact Colleen Lyon at utdr-general@utlists.utexas.edu.

20. **Can my department archive conference proceedings in the UT Digital Repository?**

Yes. If the conference is organized or sponsored by UT Faculty or a UT Department, we can set up a collection or a series of collections in the Conference Proceedings community in the UTDR. To get started, please contact Colleen Lyon at utdr-general@utlists.utexas.edu.
Submission Questions

21. What kinds of materials/content can I put into the UT Digital Repository?

The Repository accepts research and scholarship, as well as works that reflect the intellectual and service environment of the campus. Specifically, all kinds of scholarly research materials and content including pre-prints, post-prints, previously published material (if allowed by the publisher), working papers, technical reports, presentations, data sets, as well as other scholarship not usually submitted for peer-reviewed publications may be submitted to an appropriate collection in the Repository. The work submitted must be ready for distribution (see the Submission and Withdrawal Policy for more information on submission guidelines).

22. Can I upload video and audio files into the UT Digital Repository?

The Repository will accept audio and video files - we have no format restrictions. Certain file formats will work with our media player and those that don't will be available for download only by users. Depending on the size of your files and the speed of your internet connection, you may experience difficulties or delays when uploading audio and video files for submission. Submission of any single file larger than 512 MB may require the assistance of the Repository Curator. Please contact Colleen Lyon, Repository Curator, at utdr-general@utlists.utexas.edu if you plan to submit files larger than 512 MB.

23. What file formats can I submit to the UT Digital Repository?

Any digital format will be accepted; however, we encourage you to submit in a file format recommended for submission (please see Recommended File Formats for a list of preferred formats).

24. How does the UT Digital Repository decide the recommended file formats for submission?

The Repository recommends file formats based on the following characteristics:

- openly documented;
- supported by a range of software platforms;
- widely adopted;
- no compression (or lossless data compression);
- does not contain embedded files or embedded programs/script;
- not a proprietary format.

25. Is there a limit on file size?

Submission of any single file larger than 512 MB may require the assistance of the Repository Curator. Please contact Colleen Lyon, Repository Curator, at utdr-general@utlists.utexas.edu if you plan to submit files larger than 512 MB.

26. Is there a limit on the number of files I may submit?

There is no limit on the number of files you may submit. Should you have more than 500 files for submission, please contact Colleen Lyon, Repository Curator, at utdr-general@utlists.utexas.edu to request a batch load.

27. Can I use the UT Digital Repository to publish an electronic journal?

You may use the Repository to archive an electronic journal and make it available online; however, the Repository is not an electronic journal publishing system and has no workflows for peer review. The Texas Digital Library (TDL) provides journal publishing services with a peer review workflow for researchers who want to start new journals or migrate an existing peer-reviewed journal to a new online system. Please visit http://journals.tdl.org/ for more information on this service from TDL.

Copyright and Intellectual Property Questions

28. What rights do I grant The University of Texas at Austin when I submit my work in the UT Digital Repository?

When you agree to our standard Distribution License you grant the Repository the non-exclusive right to:

- retain, reproduce, and distribute the submitted work;
- keep more than one copy of the work for purposes of security, backup, preservation, and access, and;
- migrate the work to various formats as needed in perpetuity for preservation and usability.

For additional information, please see the Copyright and Licensing Repository Policy.

29. What rights do I retain to my work when submitting to the UT Digital Repository?

You, or your copyright assignees, retain all your intellectual property rights. The limited rights you grant to the Repository are non-exclusive, and your ability to grant, assign, or retain any and all rights you had before your submission does not change as a result of your submission. For more information
please see the Copyright and Licensing Policy. Please note that some publishers may ask that you grant them exclusive rights to your work, thus limiting your ability to use the work as you see fit and perhaps even limiting your ability to submit it to the Repository.

30. **If I no longer hold the copyright to an article or other publication, can I still submit it to the UT Digital Repository?**

Most publishers will allow some version of a previously published article to be made freely accessible online. The Sherpa list of Publisher Copyright Policies and Self-Archiving is the most definitive list of publisher policies at this current time. You may also ask your publisher whether you can submit your previously published work into the Repository. If you have questions about submitting previously published materials, please contact Colleen Lyon at utdr-general@utlists.utexas.edu.

Initially when you publish you may negotiate with the publisher to retain the right to submit your work to the Repository by using the SPARC Author Addendum or by directly modifying the publisher’s license. SPARC offers other useful resources for authors as well (see http://www.arl.org/sparc/author/). Please see the Copyright and Licensing Policy for more information.

31. **Can I place material someplace else if I’ve already submitted it to the UT Digital Repository?**

It depends. Some publishers will not accept material that has been made available elsewhere - even if it has not been formally published. This is slowly changing, but we do recommend checking with potential publishers to ensure that you can safely submit a preprint, for example, into the Repository. The Sherpa list of Publisher Copyright Policies and Self-Archiving is the most definitive list of publisher policies at this current time.

32. **I just found some interesting work by someone else in the UT Digital Repository and am about to download it—what can I do with that work once I have it?**

Unless otherwise noted in the Repository or the work itself, you should treat the work like any other copyrighted material and may make “Fair Use” of it as allowed by law.

33. **I found my work in the UT Digital Repository and I didn’t add it. Who uploaded it and why is it there?**

The administrators for the UT Digital Repository occasionally come across UT-authored articles that are free of any copyright restrictions that would limit their distribution. These are usually open access publications that are published with a CC-BY (Creative Commons Attribution) license. Since the repository was established to provide open, online access to the scholarship of the university, we add those articles to the UT Digital Repository. If you have questions or concerns about your work, please contact Colleen Lyon at utdr-general@utlists.utexas.edu.

**Access and Privacy Questions**

34. **Can I restrict access to work I submit to the UT Digital Repository? If so, to whom, and for how long?**

The UT Digital Repository was established to provide open access to the digital works of the University; however, in exceptional cases access restrictions may be warranted. Concerns about access restrictions should be discussed with the Repository Curator before submission of a work occurs. Please contact Colleen Lyon, Repository Curator, at utdr-general@utlists.utexas.edu with questions or concerns about restricting access to a work.

Access to electronic dissertations are open in accordance with the policies of the Office of Graduate Studies; see FAQ #38.

35. **Can I make changes to an item once I’ve submitted it to the UT Digital Repository?**

The Repository does not support revisions or editing of works once they are in the Repository. However, you may make separate submission of different versions of a work (e.g., submitting both a preprint and a postprint).

Revisions to electronic theses or dissertations are not accepted; see FAQ #39.

36. **Can items be withdrawn from the UT Digital Repository?**

Under special circumstances, items may be withdrawn from the Repository. Please see the Withdrawal section of the Submission and Withdrawal Policy for more information.

Access to electronic dissertations are open in accordance with the policies of the Office of Graduate Studies; see FAQ #38.

37. **What privacy policies are in place for the UT Digital Repository?**

The UT Digital Repository adheres to UT’s Web Privacy Policy and to the security standards for Category II data.
38. I've found my Thesis/Dissertation in the Repository and I don't think it should be there. What do I do?

Graduating doctoral students at The University of Texas at Austin, beginning with the summer semester of 2001, are required to publish an electronic copy of their dissertation. Master's students, beginning with the fall semester of 2010, are required to publish an electronic copy of their thesis. The UT Digital Repository accepts deposits of Theses and Dissertations from the Office of Graduate Studies at UT Austin. These digital documents and their metadata are exposed to Google and other search engines upon deposit so they can be available to the world for viewing and downloading.

For more information please contact:

- UT Libraries: Paul Rascoe, 512-495-4262, prascoe@mail.utexas.edu
- UT Office of Graduate Studies: 512-471-4511
  Or contact the Dean of Graduate Studies (in writing only, not an email message):
  Judith H. Langlois,
  Vice Provost and Dean of Graduate Studies, ad interim
  The University of Texas at Austin
  Office of the Vice Provost and Dean of Graduate Studies
  1 University Station G0400
  Austin, TX 78712

39. I've found my Thesis/Dissertation in the Repository, and I'd like to amend it. Can I submit additional material or replace it altogether with a new version?

No. The digital version of your work in the UT Digital Repository is an exact copy of your submitted version, which was signed and approved by your committee and the Office of Graduate Studies. The UT Libraries cannot accept modified or replacement versions. If you would like more information about modifying your thesis or dissertation, please contact in writing (not an email message) the Dean of the Office of Graduate Studies at this address:

Judith H. Langlois,
Vice Provost and Dean of Graduate Studies, ad interim
The University of Texas at Austin
Office of the Vice Provost and Dean of Graduate Studies
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FAQ — MINDS@UW

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Fundamentals
1. What is MINDS@UW?
MINDS@UW is designed to store, index, distribute, and preserve the digital materials of the University of Wisconsin. Content, which is deposited directly by UW faculty and staff, may include research papers, pre-prints, datasets, photographs, videos, theses, conference papers, or other intellectual property in digital form. The content is then distributed through a searchable Web interface. MINDS@UW uses DSpace software; for more information about DSpace, please visit: http://www.dspace.org/.

2. Whom do I contact about MINDS@UW?
Feel free to contact any librarian that you normally work with. Otherwise, most UW campuses have a MINDS@UW liaison:

- Eau Claire: Greg Kocken
- Green Bay: Marlys Brunsting
- LaCrosse: Bill Doering
- Madison: Peter Gorman
- Milwaukee: Michael Doylen
- Parkside: Nick Weber
- River Falls: Lisa Pillow
- Stevens Point: Terri Muraski
- Stout: Carol Hagness
- Superior: Debra Nordgren
- Whitewater: Dianne Witte
- UW-Colleges: Mark Rozmarynowski

You may also contact MINDS@UW coordinator Peter Gorman (608-265-5291) with any MINDS@UW-related questions. If your campus does not currently have a MINDS@UW liaison, the MINDS@UW coordinator is your contact.

Ownership, Copyright, and Permissions

1. Who can deposit content into MINDS@UW?
Any person or group within the UW System can submit content. Content created cooperatively with co-authors who are not affiliated with the UW are also accepted, as long as at least one of the authors is affiliated with the UW and the submitter owns sufficient rights to the material.

2. Can I deposit content that I created before I joined the UW? What happens to my content in MINDS@UW if I leave the UW?
You may submit content you created before you joined the UW as long as you hold sufficient rights to the item. MINDS@UW does not remove content once submitted; if you leave, your content will still be preserved. You may add it to another repository or site, if you like, without needing to consult MINDS@UW.

3. Can I put already-published work in MINDS@UW?
Maybe. Digitized works whose published originals have passed into the public domain can certainly be included. Otherwise, assuming that you originally created the work, but you signed some sort of copyright-transfer agreement with your publisher.
For books: If the book is out-of-print in the United States, and your contract with the book publisher contained a clause that reverts the copyright to you after the book goes out-of-print, then you have sufficient rights to submit the book to MINDS@UW. Check *Bowker’s Books in Print* for your book’s publication status.

For journal articles: Many publishers give blanket permission to post one or more of the pre-print (pre-peer-review manuscript), post-print (final manuscript after peer review and editing), or publisher’s typeset PDF to a repository like MINDS@UW. The first place to look for such permission is *SHERPA/Romeo*, a database of publisher policies. The next place to look is the publisher’s own website, which often includes its policies or its standard publication agreements.

You can retain your right to deposit your articles in MINDS@UW no matter what journals or publishers you prefer by adding an "author addendum" to your publication agreement. The UW-Madison Faculty Senate encourages all UW-Madison faculty to use the CIC addendum. Faculty on other campuses are welcome to use it as well, or to substitute another of their choice.

4. Does MINDS@UW take over my copyright when I deposit my work?
No. The MINDS@UW license is *non-exclusive*, meaning that you give MINDS@UW permission to do what it normally does—preserve and display content—but you do not give up any rights to do the same things yourself.

MINDS@UW does not limit what else you do with your work.

5. What is Creative Commons? How is a Creative Commons license different from the MINDS@UW license?
*Creative Commons* licenses allow you to give blanket permission to end-users for certain uses of your work under certain conditions, without in any way damaging your rights over the same work. They are excellent for teachers and scholars, who can allow other teachers and scholars to reuse their work without the tiresome process of seeking additional permissions.

Creative Commons licensing is completely optional; simply click the "Skip Creative Commons" button at that stage to bypass the Creative Commons licensing process. Without it, your work enjoys the customary protections of copyright.

The Creative Commons license is *not* a substitute for the MINDS@UW license. Creative Commons licenses are an agreement between you (as the depositor) and those who download your work from MINDS@UW. The MINDS@UW license is an agreement between you and the University of Wisconsin; it covers actions (such as transformation of your digital files for preservation purposes) that Creative Commons licenses do not. Accepting the MINDS@UW license is not optional.

6. Can I deposit institutional records such as meeting minutes into MINDS@UW?
Institutional records should follow proper records-retention procedures. Please get in touch with *University Archives and Records Management Services* for advice on records management. MINDS@UW has no provision for using retention schedules or other important records management policies.
7. Can I restrict access to my content in MINDS@UW?
   To some extent, yes, though we strongly prefer that you make your work available to the world, in agreement with MINDS@UW's mission and the Wisconsin Idea.

   The descriptive information (author, title, keywords, etc.) about an item in MINDS@UW cannot be access-restricted. Digital content can be restricted to a range of Internet addresses, either by default in a given collection, or on a case-by-case basis.

 Depositing Work

1. How do I add my content to MINDS@UW?
   If you have not added anything to MINDS@UW before, please check with your MINDS@UW liaison to be given deposit rights to the appropriate MINDS@UW collection(s) for your content. If no appropriate collection exists, your MINDS@UW liaison will help you get one started.

   To deposit content, just log in (using "Shibboleth authentication") and click the "Start a New Submission" button. From there, just follow the screens. You may pause a submission at any time; MINDS@UW remembers what you have already entered. If you have questions or run into difficulties, ask your MINDS@UW liaison or simply use the feedback form.

2. Will I need special software to upload content?
   No. Only a web browser.

3. What types of digital files are accepted?
   MINDS@UW can accept almost any self-contained file format. To help ensure that your content remains readable and usable long into the future, however, MINDS@UW prefers open, standard, non-proprietary, common formats whenever they are available. Please contact us if you have any questions or concerns about appropriate file formats.

4. Can MINDS@UW scan my paper documents into digital form for me?
   Unfortunately, no. Check with your campus’s IT division for scanning equipment and training. If you have a substantial and/or highly valuable collection, consider contacting the UW Digital Collections Center about their digital project development process.

5. Can I remove items once they’ve been posted in MINDS@UW?
   Under most circumstances, no. MINDS@UW’s primary goal is to preserve its contents indefinitely. MINDS@UW is not meant for ephemeral content and items likely to be revised.

   Mistakes do happen, and problems do arise; in that case, contact the MINDS@UW coordinator.

6. Can I submit content to MINDS@UW from an already existing database?
   Yes, using the normal MINDS@UW submission workflow.

 Using, Searching, and Browsing MINDS@UW Content

 ▲ top of page
1. Does a Google search find content in MINDS@UW?
   Yes. Google indexes MINDS@UW regularly, and MINDS@UW contents are included in Google Scholar as well.

2. Who can view content located in MINDS@UW?
   MINDS@UW is an open archive and its contents are therefore accessible free of charge to anyone on the World Wide Web. While it may be possible to restrict access to parts of MINDS@UW, we do not encourage it. The goal of MINDS@UW is to allow any person with an Internet connection and web browser to view its contents.

3. Is MINDS@UW full-text searchable?
   For most items, yes. Exceptions would include scanned pages that do not undergo optical character recognition (OCR).

4. How do I search across a lot of sites like MINDS@UW?
   You could use Google or Google Scholar, but your results would be mixed with non-academic sources.

   Try OAIster instead. It crawls MINDS@UW and hundreds of repositories like it. Also consider the Registry of Open Access Repositories search page, the National Science Digital Library, and for open access journal content, the Directory of Open Access Journals.

   If you're interested in open access within a particular discipline, ask the MINDS@UW coordinator what resources are available.

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**MINDS@UW Organization**

1. What is the difference between a community and a collection?
   A community is a group of people, such as a campus, department, or research unit. Communities may contain sub-communities and collections.

   A collection is a group of content items. Decisions about deposit rights and workflows happen on this level.

2. What do I need to know to create a community in MINDS@UW? Can I get training somewhere?
   The MINDS@UW coordinator can provide initial training (as well as consultation later on) in getting your community off the ground. This instruction will help your community to establish its workflow and to learn about the MINDS@UW interface. The process of putting items into MINDS@UW is relatively intuitive and does not require knowledge of any specialized software.

3. Can I change my community or collection's name, logo, or description after it's created?
   Certainly! Just ask via the MINDS@UW feedback form.

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**About MINDS@UW**

1. Why did the UW Libraries decide to start MINDS@UW?
   MINDS@UW was created to collect and disseminate scholarly material created at the University of Wisconsin. It was envisioned as a means to preserve scholarly output and disseminate material not supported by
traditional print media publication.

2. Who is responsible for managing MINDS@UW?
The University of Wisconsin Digital Collections Center (UWDCC) is responsible for maintaining MINDS@UW's hardware, software, and interface. See MINDS@UW People for a complete list of staff associated with MINDS@UW.
Public Access Policy Compliance
NIH Public Access Policy

Instructions and resources to help the UCI research community comply with the NIH Public Access Policy.

Last Updated: Aug 20, 2014

URL: http://libguides.lib.uci.edu/NIH

Home  | NIH Policy  | Compliance Overview  | Submission Methods  | Manage Compliance

How to Get Help @ UCI

Contact us with your NIH Public Access Policy questions: nihgroup@uci.edu

Comments (0)

NIH Policy workshop slides

Comments (0)

UC Open Access Policy

How to use this guide

Simply follow the tabs to learn how to comply with the NIH Public Access Policy.

NIH Policy

Learn about the NIH Policy and the official repository, PubMed Central (PMC).

Compliance Overview

Understand what it means to comply with the NIH Policy and the steps you need to take.

Submission Methods

Figure out the correct method to use to submit each manuscript to PubMed Central.

Manage Compliance

Create your My NCBI account and learn how to use it to check and maintain compliance.

Comments (0)

Schedule a Consultation

Digital Scholarship Consultation

Schedule a consultation for assistance with any of your information needs. Receive help with the NIH public access policy (and PMCIDs), literature searches, data management plans, and increasing your research impact.

Schedule a Digital Scholarship Consultation

Comments (0)

Linda Suk-Ling Murphy, MLIS

UCILibrary

Contact Info

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University of California

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UCI Libraries

University of California, Irvine

NIH Public Access Policy

Representative Documents: Public Access Policy Compliance
NIH Public Access Policy

There are 4 submission methods:

Method A
Journal deposits final published articles in PubMed Central without author involvement

Method B
Author asks publisher to deposit specific final published article in PMC

Method C
Author deposits final peer-reviewed manuscript in PMC via the NIHMS

Method D
Author completes submission of final peer-reviewed manuscript deposited by publisher in the NIHMS

More details from NIH

Resources for Submission

NIH Manuscript Submission System
Journals List
Publishers List
NIHMS System Slide Show Demonstrations
NIH Public Access: Address Copyright

NIH Manuscript Submission System (NIHMS)

Authors (or someone they delegate) can submit the final peer-reviewed manuscript (not the final published version) to the NIH Manuscript Submission System (NIHMS). Submitting to NIHMS is the only way an author can submit manuscripts to be added into PMC, if the journal publisher doesn’t deposit it for them. NIHMS provides a number of great tutorials and FAQ page to help you get started using the system.

About

Search PubMed
The NIH Public Access Policy ensures that the public has access to the published results of NIH funded research. Researchers are required to submit journal articles that arise from NIH funds to the digital archive PubMed Central. The policy requires that these articles be publicly accessible in order to advance science and improve human health.

The Law
The NIH Public Access Policy implements Division G, Title II, Section 218 of PL 110-161 (Consolidated Appropriations Act, 2008) which states:

SEC. 218. The Director of the National Institutes of Health shall require that all investigators funded by the NIH submit or have submitted for them to the National Library of Medicine's PubMed Central an electronic version of their final, peer-reviewed manuscripts upon acceptance for publication, to be made publicly available no later than 12 months after the official date of publication...

Important Dates
As of April 7, 2008 all peer-reviewed articles resulting from NIH-funded research must be submitted to PubMed Central upon acceptance for publication.
As of May 25, 2008 publications cited in proposals, applications and progress reports must include the PubMed Central reference number (PMCID) for articles that fall under the Policy and are authored or co-authored by the investigator, or arose from the investigator's award. This policy includes applications submitted for the May 25, 2008, due date and subsequent due dates. If the PMCID is not yet available, the NIH Manuscript Submission system reference number (NIHMS ID) should be submitted.

December 21, 2012 - NIH informs grantees that in Spring, 2013, at the earliest, NIH will delay processing of non-competing continuation grant awards if publications arising from that award are not in compliance with the NIH Public Access Policy. The award will not be processed until recipients have demonstrated compliance.

Who is affected?
The Policy applies to you if your peer-reviewed article accepted for publication on or after April 7, 2008 is based on work in one or more of the following categories:

- Directly funded by NIH grant, cooperative agreement, or contract active in Fiscal Year 2008 or beyond;
- Directly funded by a contract signed on or after April 7, 2008;
- Directly funded by the NIH

Policy Details: http://publicaccess.nih.gov/policy.htm
The NIH Public Access Policy

What is the NIH Public Access Policy?

This policy requires scientists to make the results of their NIH-funded research publicly available in NLM’s digital archive, PubMed Central (PMC). When publishing these results in a peer-reviewed journal scientists must deposit the final manuscript of their articles in PMC.

For an overview: http://publicaccess.nih.gov/

What Compliance Requires

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<th>Submitting Your Article</th>
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<td>You must retain the right to deposit your article in PubMed Central (PMC).</td>
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<td>There are four methods of submission to PMC:</td>
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<td>For two of the submission methods, the journal/publisher will submit your article for you.</td>
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<td>For the other two submission methods, you are required to submit your article to the NIH Manuscript Submission System (NIHMS).</td>
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<td>See the Submission to PMC tab of this guide for more information.</td>
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<th>Reporting, Citing, and Managing Your Article</th>
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<td>You are required to provide the PubMed Central ID (PMCID) number when citing your article.</td>
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<td>If you have not been issued a PMCID, use the NIHMS number in reports for the first three months after the article has been published.</td>
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<td>After three months, use the article’s PMCID whenever citing it.</td>
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<tr>
<td>See the After Submission to PMC tab of this guide for more information.</td>
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Contact Information:

Informationist: Claire Twose
Email: ctwose1@jhmi.edu
Phone: 410-502-0490
Author Addenda
Upon express direction by a Faculty member, the University of California will waive the license for a particular article or delay access to the article for a specified period of time.

- UC Open Access Policy, July 24, 2013

Select an option below to create a customized form letter that you can send to publishers:

- An embargo delays public access to an article in eScholarship until a chosen time period has passed after the article is published in a journal. The author chooses to retain the rights reserved by the policy, but agrees not to exercise them until the embargo period has passed.

- A waiver opts out of the policy completely for a particular article. The author’s rights are limited to what is allowed by the publication agreement she or he signs with the publisher.

- An addendum can be sent to a publisher by an author who wishes to remind a publisher about the policy or make sure the publisher understands its terms. The policy’s license will have force whether or not the addendum is used. The University of California has notified nearly 200 publishers about the policy already, and you can check this list to see if your publisher is one of them.

Have questions about the policy? Visit our Policy FAQ page. You may also contact us.

If you wish to deposit an article in accordance with the UC Open Access Policy, visit the Deposit page.
ADDENDUM TO PUBLICATION AGREEMENTS FOR UNIVERSITY OF IOWA AUTHORS

Endorsed by the University of Iowa Faculty Senate, October 23, 2007

This ADDENDUM hereby modifies and supplements the attached Publication Agreement between:

Corresponding Author

Additional Authors (if any)

AND

Publisher

Related to Manuscript titled

To appear in Journal, Anthology, or Collection titled

PUBLISHER AND AUTHOR AGREE THAT WHERE THERE ARE CONFLICTING TERMS BETWEEN THE PUBLICATION AGREEMENT AND THIS ADDENDUM, THE PROVISIONS OF THIS ADDENDUM WILL BE PARAMOUNT. IN ADDITION TO THE RIGHTS GRANTED THE AUTHOR IN THE PUBLICATION AGREEMENT AND BY LAW, THE PARTIES AGREE THAT THE AUTHOR SHALL ALSO RETAIN THE FOLLOWING SPECIFIED RIGHTS:

1. The Author shall, without limitation, have the non-exclusive right to use, reproduce, distribute, and create derivative works including update, perform, and display publicly, the Article in electronic, digital or print form in connection with the Author’s teaching, conference presentations, lectures, other scholarly works, and for all of Author’s academic and professional activities.

2. After a period of six (6) months from the date of publication of the article, the Author shall also have all the non-exclusive rights necessary to make, or to authorize others to make, the final published version of the Article available in digital form over the Internet, including but not limited to a website under the control of the Author or the Author’s employer or through digital repositories including, but not limited to, those maintained by CIC institutions, scholarly societies or funding agencies.

3. The Author further retains all non-exclusive rights necessary to grant to the Author’s employing institution the non-exclusive right to use, reproduce, distribute, display, publicly perform, and make copies of the work in electronic, digital or in print form in connection with teaching, conference presentations, lectures, other scholarly works, and all academic and professional activities conducted at the Author’s employing institution.

THIS ADDENDUM AND THE PUBLICATION AGREEMENT, TAKEN TOGETHER, CONSTITUTE THE FINAL AGREEMENT BETWEEN THE AUTHOR AND THE PUBLISHER WITH RESPECT TO THE PUBLICATION OF THE ARTICLE AND ALLOCATION OF RIGHTS UNDER COPYRIGHT IN THE ARTICLE; ANY MODIFICATION OF OR ADDITIONS TO THE TERMS OF THIS AMENDMENT OR TO THE PUBLICATION AGREEMENT MUST BE IN WRITING AND EXECUTED BY BOTH PUBLISHER AND AUTHOR IN ORDER TO BE EFFECTIVE.

Corresponding Author, on behalf of all authors

Publisher

Date

Date
Copyright Addendum Instructions

The addendum is intended as a convenient way to seek the kinds of rights most academic authors would value. Here is how you might use it:

1. Sign your publisher’s copyright transfer or publication agreement when you submit your final manuscript for publication with the following statement written above your signature: “subject to attached amendment”
2. Attach this amendment with the information filled in and your signature at the bottom.
3. Send both to publisher and save a copy for your records.

The publisher may accept the amendment, reject it outright, or offer a different (more generous) version of the original agreement. You can at that point sign the original or modified version of the agreement, continue negotiations, or seek an alternative outlet for your article.

If at any point you would like to consult someone about options, or if you or your publisher have questions or concerns, contact: Michael Wright, Interim Associate University Librarian for Collections & Scholarly Communication, michael-wright@uiowa.edu, 319-335-5867.
ADDENDUM TO PUBLICATION AGREEMENT             7/15/2010

Author’s Retention of Rights

1. This Addendum modifies and supplements the attached publication agreement (the “Publication Agreement”) concerning the article titled ________________________________________________________ (including any supplementary materials, the “Article”) in ________________________.

2. The parties to the Publication Agreement and to this Amendment are: ___________________________________ (the University of Kansas “Author”) and ___________________________________ (the “Publisher”).

3. The parties agree that wherever there is any conflict between this Addendum and the Publication Agreement, the provisions of this Addendum will control and the Publication Agreement will be construed accordingly.

4. Notwithstanding any terms in the Publication Agreement to the contrary, Author and Publisher agree as follows:
   a. All of the terms and conditions of the Publication Agreement, including but not limited to all grants, agreements, representations and warranties, are subject to and qualified by a non-exclusive license previously granted by Author to the University of Kansas. Under that license, the University of Kansas may make the Article available in an open repository and may exercise all rights under copyright relating to the Article, and may authorize others to do the same, provided that the Article is not sold for a profit.
   b. In addition to any rights retained by or granted to Author in the Publication Agreement, Author retains the non-exclusive right to make the Article available and to exercise all rights under copyright relating to the Article, in any medium, in connection with Author’s teaching, conference presentations, lectures, other works of authorship, and professional activities, and to authorize others to do the same.
   c. Where applicable, all of the terms and conditions of the Publication Agreement, including but not limited to all grants, agreements, representations and warranties, are subject to and qualified by nonexclusive rights previously granted, or required to be granted, by Author to a funding entity that financially supported the research reflected in the Article as part of an agreement between Author or Author’s employing institution and such funding entity, such as an agency of the United States government, and/or to Author’s employing institution.
   d. Publisher agrees to provide to Author within 14 days of first publication and at no charge an electronic copy of the published Article in a format, such as the Portable Document Format (.pdf), that preserves final page layout, formatting and content of the published version. No technical restriction, such as security settings, will be imposed to prevent copying or printing of that copy. The published version may be used in the exercise of the rights and licenses referred to in the paragraphs above.
   e. Nothing in the Publication Agreement will impose any limitation on the rights and licenses referred to in the paragraphs above or any obligation in connection with their exercise. Neither the existence nor the exercise of those rights and licenses will be deemed to violate any representation or warranty or to breach the Publication Agreement.

Benefits to Publisher

Author will provide full bibliographic citation for the article in the open repository.

Agreement and Gratitude

Either publication of the Article or Publisher’s signature below will constitute Publisher’s agreement to this Addendum. On behalf of University of Kansas administration and faculty, Author expresses gratitude to Publisher for working in partnership to implement this University of Kansas Policy on Open Access.

AUTHOR

_________________________________________

(University of Kansas author(s))

_________________________________________

Date

PUBLISHER

_________________________________________

_________________________________________

Date
ADDENDUM TO PUBLICATION AGREEMENT             7/15/2010

Author’s Retention of Rights

1. This Addendum modifies and supplements the attached publication agreement (the “Publication Agreement”) concerning the article titled ________________________________________________________ (including any supplementary materials, the “Article”) in _______________________.

2. The parties to the Publication Agreement and to this Amendment are: ______________________ (the University of Kansas “Author”) and _____________________________________ (the “Publisher”).

3. The parties agree that wherever there is any conflict between this Addendum and the Publication Agreement, the provisions of this Addendum will control and the Publication Agreement will be construed accordingly.

4. Notwithstanding any terms in the Publication Agreement to the contrary, Author and Publisher agree as follows:
   a. All of the terms and conditions of the Publication Agreement, including but not limited to all grants, agreements, representations and warranties, are subject to and qualified by a non-exclusive license previously granted by Author to the University of Kansas. Under that license, the University of Kansas may make the Article available in an open repository and may exercise all rights under copyright relating to the Article, and may authorize others to do the same, provided that the Article is not sold for a profit.
   b. In addition to any rights retained by or granted to Author in the Publication Agreement, Author retains the non-exclusive right to make the Article available and to exercise all rights under copyright relating to the Article, in any medium, in connection with Author’s teaching, conference presentations, lectures, other works of authorship, and professional activities, and to authorize others to do the same.
   c. Where applicable, all of the terms and conditions of the Publication Agreement, including but not limited to all grants, agreements, representations and warranties, are subject to and qualified by nonexclusive rights previously granted, or required to be granted, by Author to a funding entity that financially supported the research reflected in the Article as part of an agreement between Author or Author’s employing institution and such funding entity, such as an agency of the United States government, and/or to Author’s employing institution.
   d. Nothing in the Publication Agreement will impose any limitation on the rights and licenses referred to in the paragraphs above or any obligation in connection with their exercise. Neither the existence nor the exercise of those rights and licenses will be deemed to violate any representation or warranty or to breach the Publication Agreement.

Publisher’s Additional Commitment

   The authors’ accepted manuscript (post-peer review) may be used in the exercise of the rights and licenses referred to in the paragraphs above.

Benefits to Publisher

   Author will provide full bibliographic citation for the article in the open repository.

Agreement and Gratitude

   Either publication of the Article or Publisher’s signature below will constitute Publisher’s agreement to this Addendum. On behalf of University of Kansas administration and faculty, Author expresses gratitude to Publisher for working in partnership to implement this University of Kansas Policy on Open Access.

AUTHOR

________________________________
________________________________
(University of Kansas author(s))

Date

PUBLISHER

________________________________

Date

University of Kansas

Addendum to Publication Agreement. Accepted Manuscript Version

http://openaccess.ku.edu/sites/openaccess.drupal.ku.edu/files/docs/KU%20ADDENDUM_author%20final%20draft-revised_.pdf
Instructions to authors for use of MIT Amendment to Publication Agreement

Step 1: Sign your publisher’s copyright transfer or publication agreement when you submit your final manuscript for publication with the following statement written above your signature:

“subject to attached amendment”

Step 2: Attach this amendment (next page) with the information filled in and your signature on the bottom.

Step 3: Send both to publisher.

To help assess the success of MIT authors using the amendment, please also follow these additional steps:

Step 4: Email the addendum to amend-cip@mit.edu, or send a copy to the FAX number on the bottom. (This will allow MIT to gather aggregated data about use. Data about individual uses will not be shared.)

Step 5: Please give us any feedback that you receive from the publisher, by emailing amend-cip@mit.edu.

If you would like support when a publisher asks questions or raises objections about the amendment: send email to amend-cip@mit.edu, or contact Ellen Duranceau, Scholarly Publishing and Licensing Consultant, efinnie@mit.edu, x38483.
AMENDMENT TO PUBLICATION AGREEMENT

1. This Amendment hereby modifies the attached Publication Agreement concerning the following Article:

_______________________________________________________________________________
(manuscript title)
_______________________________________________________________________________
(journal name)

2. The parties to the Publication Agreement and to this Amendment are:

________________________________________________ (the “Author”) and
________________________________________________ (the “Publisher”).

3. The parties agree that wherever there is any conflict between this Amendment and the Publication Agreement, the provisions of this Amendment are paramount and the Publication Agreement shall be construed accordingly.

4. All terms and conditions of the Publication Agreement, including but not limited to all transfers, licenses, grants, agreements, representations, and warranties, are subject to and qualified by an irrevocable, non-exclusive license previously granted by the Author to the Massachusetts Institute of Technology (“MIT”). Under that license, MIT may make the Article available, and may exercise any and all rights under copyright relating thereto, in any medium, provided that the Article is not sold for a profit, and may authorize others to do the same. Neither the existence of the license to MIT nor MIT’s exercise of rights under that license will be deemed to violate any representation or warranty by the Author to the Publisher or to breach the Publication Agreement.

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d. To use, reproduce, distribute, create derivative works including update, perform, and display publicly, the Article in electronic, digital, or print form in connection with the Author’s teaching, conference presentations, lectures, other scholarly works, and for all of Author’s academic and professional activities.

MIT amendment to publication agreement draft rev 1/2009
e. To make, or to authorize others to make, the Article available in digital form over the Internet, including but not limited to a website under the control of the Author or the Author’s employer or through any digital repository, such as MIT’s DSpace.

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AUTHOR

(Peer doning author on behalf of all authors)

Date

PUBLISHER

Date

MIT Authors:

Please email to amend-cip@mit.edu or fax a copy of the agreement to 617-253-8894
Academic publishing involves a partnership between academic authors, institutions of higher learning, publishers, and, sometimes, granting agencies. Consistent with its commitment to academic freedom and to open and robust dissemination of knowledge, the University of Michigan supports the goal of having its faculty retain core intellectual property rights when their scholarly works are published. The terms of this addendum represent the minimum expected in the case of articles, book reviews, research reports, etc. being published in journals or book compilations.

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*Note: If this is signed by one co-author on behalf of the other(s), the signer hereby warrants that he/she has full power in writing from all co-authors to execute this agreement on their behalf.
Open Access Policies
UBC Open Access Position Statement

Whereas:

1. One of the enduring goals of the University of British Columbia is to create and disseminate knowledge;
2. UBC is committed to disseminating the research performed at the university in ways that make it widely accessible, while protecting the intellectual property rights of its authors;
3. Changes in technology offer opportunities for new forms of both creation and dissemination of scholarship through Open Access;
4. Open Access also offers opportunities for UBC to fulfill its mission of creating and preserving knowledge in a way that opens disciplinary boundaries and facilitates sharing knowledge more freely with the world; and
5. UBC has operated an Open Access repository since 2007 in cIRcle which is operated and maintained by the University Library.

The Senate of the Okanagan and of the Vancouver Campus endorse the following statements.

1. Faculty members are encouraged to deposit an electronic copy of their refereed and non-refereed research output and creative work in cIRcle in accordance with applicable copyright arrangements which may be in place for that work.
2. Where a faculty member has deposited a work with cIRcle, cIRcle shall be granted a non-exclusive licence to preserve and make publicly available the research contained therein.
3. The authors of works deposited with cIRcle will maintain ownership of their rights in the works.

Approved by the UBCO and UBCV Senates in 2013.

Source: http://wlii.ubc.ca/Library/Scholarly_Communications/UBC_Open_Access_Position_Statement
Open Access Policy for the Academic Senate of the University of California

Adopted 7/24/2013
Also available as a PDF.

Preamble
The Faculty of the University of California is committed to disseminating its research and scholarship as widely as possible. In particular, as part of a public university system, the Faculty is dedicated to making its scholarship available to the people of California and the world. Furthermore, the Faculty recognizes the benefits that accrue to themselves as individual scholars and to the scholarly enterprise from such wide dissemination, including greater recognition, more thorough review, consideration and critique, and a general increase in scientific, scholarly and critical knowledge. Faculty further recognize that by this policy, and with the assistance of the University, they can more easily and collectively reserve rights that might otherwise be signed away, often unnecessarily, in agreements with publishers. In keeping with these considerations, and for the primary purpose of making our scholarly articles widely and freely accessible, the Faculty adopts the following policy:

Grant of License and Limitations
Each Faculty member grants to the University of California a nonexclusive, irrevocable, worldwide license to exercise any and all rights under copyright relating to each of his or her scholarly articles, in any medium, and to authorize others to do the same, for the purpose of making their articles widely and freely available in an open access repository. Any other systematic uses of the licensed articles by the University of California must be approved by the Academic Senate. This policy does not transfer copyright ownership, which remains with Faculty authors under existing University of California policy.

Scope and Waiver (Opt-Out)
The policy applies to all scholarly articles authored or co-authored while the person is a member of the Faculty except for any articles published before the adoption of this policy and any articles for which the Faculty member entered into an incompatible licensing or assignment agreement before the adoption of this policy. Upon express direction by a Faculty member, the University of California will waive the license for a particular article or delay access to the article for a specified period of time.

Deposit of Articles
To assist the University in disseminating and archiving the articles, Faculty commit to helping the University obtain copies of the articles. Specifically, each Faculty member who does not permanently waive the license above will provide an electronic copy of his or her final version of the article to the University of California by the date of its publication, for inclusion in an open access repository. When appropriate, a Faculty member may instead notify the University of California if the article will be freely available in another repository or as an open-access publication. Faculty members who have permanently waived the license may nonetheless deposit a copy with the University of California.
Representative Documents: Open Access Policies
Open Access Policy

The Florida State University Faculty Senate - Open Access Resolution

Approved by Faculty Senate, Oct. 19, 2011

The faculty of The Florida State University is committed to disseminating its research and scholarship as widely as possible. This resolution is intended both to confirm the public benefit of such dissemination and to serve faculty interests by promoting greater reach and impact for scholarly publications. In keeping with these commitments, the Faculty Senate adopts the following resolution.

Resolution

The Faculty Senate of The Florida State University, consistent with the University’s mission to “preserve, expand and disseminate knowledge” and to provide broad access to institutional resources and services, endorses the storage and preservation of scholarly publications in The Florida State University’s open access institutional repository.

This resolution aims to extend the university's mission into the digital age. Its goals are to remove access barriers to publicly-funded scholarship, to centralize the University’s intellectual output while maintaining quality filters and supporting established publishing opportunities, and to support faculty who wish to pursue open access publishing whenever consistent with their
professional goals.

Resolution Implementation

Implementation of this resolution is dependent on the foundation and development of infrastructure, including a university library-supported institutional repository and Scholarly Communications staff who will coordinate and facilitate the digital collection process for faculty. The Faculty Senate calls upon the Faculty Senate Library Committee and the Florida State University Libraries to explore and address the implementation of this resolution, including the needs to:

- protect authors’ intellectual property
- maintain Florida State University standards for Promotion and Tenure
- promote quality and prestige in scholarly publishing
- develop policies and procedures for the governance of this resolution
- explore scholarship publishing in emerging platforms and digital contexts

The Faculty Senate, Vice President for Faculty Development and Advancement and the Dean of the University Libraries will be responsible for interpreting this resolution. The resolution and its implementation will be reviewed yearly in conjunction with the Faculty Senate Library Committee with a report presented to the Faculty Senate.
5.5 Policy on Open Access to Faculty Publications

The Faculty of Georgia Tech is committed to disseminating the fruits of its research and scholarship as widely as possible. In addition to the public benefit of such dissemination, this policy is intended to serve faculty interests by promoting greater reach and impact for articles, simplifying author retention of distribution rights, and aiding in electronic preservation. In keeping with these commitments, the Faculty adopts the following policy:

Each Faculty member grants to Georgia Tech Research Corporation (hereinafter “CTRC”) nonexclusive permission to make available his or her scholarly articles and to exercise the copyright in those articles for the purpose of open dissemination. In legal terms, each Faculty member grants to CTRC a nonexclusive, irrevocable, royalty-free, worldwide license to exercise any and all copyrights in his or her scholarly articles published in any medium, provided the articles are not sold or licensed for a profit by CTRC or any CTRC-granted licensee.

This policy applies to all published scholarly articles that any person authors or co-authors while appointed as a member of the Faculty, except for any such articles authored or co-authored before the adoption of this policy, or subject to a conflicting agreement formed before the adoption of this policy, or conducted under a classified research agreement.

Upon notification by the author, the Provost or Provost’s designate will waive application of this license for a particular article. At author request, access will be delayed for up to one year.

To assist in distributing the scholarly articles, each Faculty member will make available an electronic copy of his or her final version of the article at no charge to a designated representative of the Provost’s Office, or to subject to a conflicting agreement formed before the adoption of this policy, or conducted under a classified research agreement.

In legal terms, each Faculty member grants to CTRC a nonexclusive, irrevocable, royalty-free, worldwide license to exercise any and all copyrights in his or her scholarly articles published in any medium, provided the articles are not sold or licensed for a profit by CTRC or any CTRC-granted licensee.

The Faculty of Georgia Tech is committed to disseminating the fruits of its research and scholarship as widely as possible. In addition to the public benefit of such dissemination, this policy is intended to serve faculty interests by promoting greater reach and impact for articles, simplifying author retention of distribution rights, and aiding in electronic preservation. In keeping with these commitments, the Faculty adopts the following policy:

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This policy applies to all published scholarly articles that any person authors or co-authors while appointed as a member of the Faculty, except for any such articles authored or co-authored before the adoption of this policy, or subject to a conflicting agreement formed before the adoption of this policy, or conducted under a classified research agreement.

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To assist in distributing the scholarly articles, each Faculty member will make available an electronic copy of his or her final version of the article at no charge to a designated representative of the Provost’s Office, or to subject to a conflicting agreement formed before the adoption of this policy, or conducted under a classified research agreement.

In lieu of submission to a Georgia Tech institutional repository, an author may satisfy the terms of this policy by making such work available through an alternative repository of the author’s choosing, with notification to the Provost or Provost’s designate, provided that such repository makes the work accessible in full-text to the public, without costs imposed on any individual user, and that it offers to preserve and maintain access to the work indeﬁ nitely.

The Provost will charge an Open Access Policy and Implementation Committee with policy interpretation and with developing a plan that renders compliance with the policy as convenient for the faculty as possible. The OA Policy and Implementation Committee comprises two members of the Library/Faculty Advisory Board, one member of the Faculty Services Committee, one member of the Library staff, and one representative of CTRC.

The policy and service model will be reviewed after three years and a report presented to the Faculty. Thereinafter, the policy will be reviewed every five years.

In applying these policies to specific scholarly articles, faculty should utilize the Library’s website, http://library.gatech.edu/scdc/open_access or http://library.gatech.edu/scdc/SMARTech_submission.
GOVERNANCE POLICY
Open Access Policy for University of Kansas Scholarship

PURPOSE:
Provide the broadest possible access to the journal literature authored by KU faculty.

APPLIES TO:
KU Faculty

CAMPUS:
Lawrence, Edwards,

CONTENTS:
The faculty of the University of Kansas (KU) is committed to sharing the intellectual fruits of its research and scholarship as widely as possible and lowering barriers to its access. In recognition of that commitment and responsibility, the KU faculty is determined to take advantage of new technologies to increase access to its work by the citizens of Kansas and scholars, educators, and policymakers worldwide. In support of greater openness in scholarly endeavors, the KU faculty agrees to the following:

Each faculty member grants to KU permission to make scholarly peer-reviewed journal articles to which he or she made substantial intellectual contributions publicly available in the KU open access institutional repository, and to exercise the copyright in those articles. In legal terms, the permission granted by each faculty member is a nonexclusive, irrevocable, paid-up, worldwide license to exercise any and all rights under copyright relating to each of his or her scholarly articles, in any medium, and to authorize others to do the same, provided that he articles are not sold for a profit. This license in no way irrevocably interferes with the rights of the KU faculty author as the copyright holder of the work.

The policy will apply to all scholarly peer-reviewed journal articles
authored or co-authored while a faculty member of KU. To assist in the open distribution of the articles, faculty members will provide bibliographic information and an electronic copy of each article within 30 days of publication to the Provost's Designate. The license granted to KU regarding an article will be waived by the Provost's Designate at the sole discretion of the faculty member upon written/electronic notification. The Provost's office will be responsible for interpreting this policy, resolving disputes concerning its application, and recommending changes as necessary. This policy will be reviewed by Faculty Governance, in concert with the Provost's office, every three years, and a report presented to Faculty Governance. A broadly representative Open Access Advisory Board made up of faculty, representatives from faculty governance, and the Provost's Office will provide additional guidance and oversight in policy implementation.

POLICY STATEMENT:
Faculty members grant permission to the university to make a copy of their scholarly journal articles available in the open access repository, KU ScholarWorks.

CONTACT:
University Governance
33 Strong Hall
1450 Jayhawk Blvd
Lawrence, KS 66045
785-864-5169

APPROVED BY:
Faculty Senate, Provost, Chancellor

APPROVED ON:
Thursday, April 30, 2009

EFFECTIVE ON:
Thursday, April 30, 2009

REVIEW CYCLE:
Annual (As Needed)

BACKGROUND:
This policy is reviewed every three years. Last reviewed FY2014

The faculty of the University of Kansas (KU) is committed to sharing the intellectual fruits of its research and scholarship as widely as possible and lowering barriers to its access. In
recognition of that commitment and responsibility, the KU faculty is determined to take advantage of new technologies to increase access to its work by the citizens of Kansas and scholars, educators, and policymakers worldwide.

**RELATED POLICIES:**
Open Access Policy for University of Kansas Scholarship

**RELATED PROCEDURES:**
Processes to Implement the KU Open Access Policy »

**DEFINITIONS:**
“Open access” refers to digital access to the scholarly journal literature that is made available without financial or legal barriers to the reader.

**KEYWORDS:**
Open access, institutional repository, scholarship

**REVIEW, APPROVAL & CHANGE HISTORY:**
Revised February 11, 2010, and approved by Chancellor March 10, 2010, to include implementation information and responsibilities.
New Policies in the last 30 days

- Bylaws, Department of Women, Gender, and Sexuality Studies
- School of Music Procedures for (a) the Promotion and Tenure Process and (b) the Progress Toward Tenure Process
- Faculty Evaluation Plan, Department of English
- Bylaws, Department of Physics and Astronomy
- Post-tenure Review Criteria and Procedures, Department of Germanic Languages & Literatures

Policies Revised in the last 30 days

- Alcoholic Beverage Request Form
- Transfer Coursework, Minimum Grade and GPA Calculation
- Undergraduate Enrollment Deposit Deferment Policy: Office of Admissions and Scholarship
- Undergraduate Admission Records Retention Policy: Office of Admissions and Scholarships
- Undergraduate Admission Appeal: Office of Admissions and Scholarships

KU Today

Human rights advocate to explain child refugee crisis along U.S.-Mexico border — All KU News »

Why KU

46 nationally ranked graduate programs. —U.S. News & World Report

Apply »
MIT Faculty Open Access Policy

Policy adopted by unanimous vote of the faculty on 3/18/2009:

The Faculty of the Massachusetts Institute of Technology is committed to disseminating the fruits of its research and scholarship as widely as possible. In keeping with that commitment, the Faculty adopts the following policy: Each Faculty member grants to the Massachusetts Institute of Technology nonexclusive permission to make available his or her scholarly articles and to exercise the copyright in those articles for the purpose of open dissemination. In legal terms, each Faculty member grants to MIT a nonexclusive, irrevocable, paid-up, worldwide license to exercise any and all rights under copyright relating to each of his or her scholarly articles, in any medium, provided that the articles are not sold for a profit, and to authorize others to do the same. The policy will apply to all scholarly articles written while the person is a member of the Faculty except for any articles completed before the adoption of this policy and any articles for which the Faculty member entered into an incompatible licensing or assignment agreement before the adoption of this policy. The Provost or Provost's designate will waive application of the policy for a particular article upon written notification by the author, who informs MIT of the reason.

To assist the Institute in distributing the scholarly articles, as of the date of publication, each Faculty member will make available an electronic copy of his or her final version of the article at no charge to a designated representative of the Provost's Office in appropriate formats (such as PDF) specified by the Provost's Office.

The Provost's Office will make the scholarly article available to the public in an open-access repository. The Office of the Provost, in consultation with the Faculty Committee on the Library System, will be responsible for interpreting this policy, resolving disputes concerning its interpretation and application, and recommending changes to the Faculty. The policy is to take effect immediately; it will be reviewed after five years by the Faculty Policy Committee, with a report presented to the Faculty.

The faculty calls upon the Faculty Committee on the Library System to develop and monitor a plan for a service or mechanism that would render compliance with the policy as convenient for the faculty as possible.

Deposit a paper under the Policy

DETAILS ABOUT THE POLICY

- Definition of Terms that Appear in the Policy
- Working with the policy — steps to take, including:
  - Opting Out (Obtaining a waiver):
    - To opt out, fill out a simple web form, or send an email or other written notice to oapolicyoptout@mit.edu informing MIT of the following:
    - Name of MIT author
    - Title of article (expected or working title)
    - Journal you expect to publish in
    - Reason you are opting out

- FAQ about the policy
- Publisher responses to the policy
- Reader comments
Position Descriptions
THE UNIVERSITY OF MANITOBA LIBRARIES

Position Incumbent: Mayu Ishida
Position Title: Research Services Librarian
Department: Services to Libraries
Date: May 20, 2014

A: Role and Objectives of the Unit:

The Services to Libraries Units, Discovery & Delivery Services and Collections & External Relations, provide support to the unit libraries, including collections management, technical services, digital services, document delivery, circulation policy, usability/assessment, and library systems.

B. Functions:

The Research Services Librarian is responsible for supporting the Libraries’ contribution to two University-wide functions: scholarly communication and data management services.

- Develops a strategy for the Libraries to support the data management needs of the University of Manitoba faculty and students.
- Develops a strategy for the Libraries to support the scholarly communication needs of the University of Manitoba faculty and students.
- Administers the Libraries’ Open Access Authors’ Fund.
- Actively participates in library and university-wide initiatives, committees, and task forces to develop and design sustainable infrastructure, technology and services to support research data management, curation, and access throughout all of the research and data lifecycles stages.
- Chairs the Institutional Repository Working Group and oversees activities regarding MSpace.
- Partners with others in UML, campus units, and at other universities on research data management and scholarly communication initiatives that support researcher needs in evolving research and scholarly environments.
- Collaborates with liaison librarians to assist faculty, graduate students, academic units, and research centres in understanding author rights and in making their research outputs openly accessible through MSpace or other open platforms or through support of gold open access publishing.
- Collaborates with liaison librarians to assist faculty, graduate students, academic units, and research centres in describing, preserving and making research data available and
accessible to appropriate audiences, and in writing data management plans, identifying appropriate venues and repositories for data.

- Provides support in the discovery, use, and management of locally created research data and data available through disciplinary-specific open repositories.

- Leads and participates in the development of research data management and scholarly communication training programs for faculty, staff and students.

- Collaborates with Liaison Librarians, members of the Libraries' Technical Services team, and Collection Management to implement appropriate metadata schemas, standards, and domain specifications for research data collections and other scholarly resources.

- Keeps up-to-date on new data and metadata requirements, practices and standards adopted by government agencies and domain groups.

- Consults with the Technical Services team on the use of new metadata schemas, discipline-based ontologies, and other meta-systems to manage and enable the discovery of digital resources.

- Participates in development and planning for the University of Manitoba Libraries

- Engages in an active program of scholarship and research.

- Serves on Libraries and University committees.

C. Evaluation Criteria:

The evaluation will be based on the incumbent’s professional performance; research, scholarly activity and creative works; professional service; and professional development, in accordance with Academic Librarians Performance Review and Development Guidelines.

__________________________________________  _______________________
Incumbent                                   Date

__________________________________________  _______________________
Immediate Supervisor   Date
MIT Libraries
Program Manager, Scholarly Publishing, Copyright, and Licensing
Office of Scholarly Publishing, Copyright & Licensing, Director’s Office

The Program Manager, Scholarly Publishing and Licensing, leads the MIT Libraries’ outreach efforts to faculty in support of scholarly publication reform and open access activities at MIT, and acts as the Libraries’ chief internal resource for copyright issues and for content licensing policy and negotiations. Reporting to the Associate Director for Information Resources, s/he will:

- oversee the implementation of the MIT Faculty Open Access policy, including overseeing the work of staff depositing papers under the Policy.
- provide staff support for the Committee on Intellectual Property (CIP) and the FCLS Open Access Working Group
- design, manage and implement an ongoing program to increase awareness among MIT faculty, researchers and students about scholarly communication issues in the digital environment
- establish and support mechanisms to assist faculty with publishing choices, publishing agreements, and management of intellectual property, including acting as primary support for the MIT Faculty Open Access Policy
- support authors under the NIH Public Access Policy and in complying with other similar funder requirements related to author rights and author agreements
- speak and write about the issues in various MIT forums and publications
- manage scholarly communications and copyright web-sites
- work with library staff on scholarly communication and copyright issues and prepare communication tools they can use with their constituencies
- act as the primary resource on copyright issues and licensing policy and coordinate activities related to copyright; provide outreach to the MIT community about copyright in relation to publishing, author rights, education, teaching and scholarship, including offering consultations on applying fair use.
- manage licensing practice, including license compliance
- negotiate license terms and conditions, coordinating with staff carrying out acquisition and price negotiation processes
- consult and work closely with the Office of General Counsel on contract and copyright issues, acting as a liaison between the Libraries and the OGC for these issues.
North Carolina State University Libraries
Vacancy Announcement

Director, Copyright and Digital Scholarship

Between the mountains of the Blue Ridge and the shores of the Outer Banks lies North Carolina's Research Triangle of Raleigh, Durham, and Chapel Hill. One of the nation’s premier concentrations of academic, corporate, and public research, the area combines moderate year-round temperatures, rolling hills, championship college athletics, and a rich diversity of cultural events. The Triangle consistently ranks high on lists of desirable American communities, including a recent rating by Forbes as the number-one place for business and careers and as one of Money Magazine’s Best Big Cities. The North Carolina State University Libraries has been recognized as the first recipient of the Association of College and Research Libraries’ Excellence in Academic Libraries Award for its teamwork, innovation, and continuous interaction with students and faculty to further the educational mission of NC State University. A major new science and engineering research library, the James B. Hunt Jr. Library, is under construction and expected to open in 2012/13. It will be the social and intellectual nexus for NC State’s Centennial Campus, a research and advanced technology community that includes the colleges of Engineering and Textiles, a variety of science and technology research centers, and more than 130 companies and government agencies.

The NCSU Libraries invites applications and nominations for the position of Director, Copyright and Digital Scholarship to manage its Copyright and Digital Scholarship Center. The Center provides services, resources, and guidance for the university community in matters relating to the creation, dissemination, and use of knowledge. The emphasis is on fostering sustainable models of scholarly communication, providing guidance on copyright in teaching and research, and creating new forms of digital scholarship and access.

Responsibilities

The Director, Copyright and Digital Scholarship leads a dynamic program that engages faculty, staff, and students in initiatives to maximize the dissemination and impact of the university's scholarship and knowledge resources. In this highly visible position, the incumbent provides guidance to the NC State community on scholarly communication matters. The Director serves as a resource on local and national policy to help the university community stay informed and involved with the changing landscape for scholarly work and publication. The incumbent works in close consultation with the university’s Office of General Counsel, Copyright Committee, Provost’s office, and Distance Education and Learning Technology Applications unit (DELTA). He or she collaborates with colleagues throughout the Libraries, providing leadership for digital scholarship and publishing initiatives, and guidance on fair use and other copyright issues related to library collections and services. He or she participates in library planning and serves on library-wide and university committees, task forces, and teams. NCSU Librarians are expected to be active professionally and to contribute to developments in the field. Reports to the Associate Director for Collections and Scholarly Communication.

Qualifications

Required: ALA-accredited MLS or equivalent advanced degree in a relevant discipline (e.g., J.D.) Relevant professional experience, including experience with scholarly communication and research dissemination. Knowledge of digital publishing and digital
repositories as applied to the creation, dissemination, and use of digital information resources. Demonstrated expertise with relevant legal and regulatory issues associated with intellectual property and copyright. Demonstrated ability to represent the interests of the academy in scholarly communication issues. Knowledge of licensing issues as applied to library collections. Excellent oral and written communication skills; excellent interpersonal skills; and ability to work effectively with faculty, students, and academic administrators. A record of ongoing professional development and contribution.

Preferred: ALA-accredited MLS plus J.D. Experience writing proposals and participating in grant activities.

The University and the Libraries
Recognized as one of the nation’s leading universities in science and technology, with strong programs in the humanities and social sciences, NC State offers degrees through the Colleges of Agriculture and Life Sciences, Design, Education, Engineering, Humanities and Social Sciences, Management, Natural Resources, Physical and Mathematical Sciences, Textiles, and Veterinary Medicine. As the largest academic institution in the state, NC State enrolls more than 33,000 students and offers doctoral degrees in 61 fields of study. The university is ranked 4th in industry research funding and 9th in total research expenditures among universities without medical schools. With more than 660 active patents, NC state is ranked 9th among U.S. universities in patent production, quality, and strength. NC State is a national leader in networking technologies and a charter member of the North Carolina Networking Initiative (NCNI), an Internet2 initiative with the most advanced operational networking system infrastructure in the nation.

The library system (http://www.lib.ncsu.edu/) consists of a central library and branch libraries for design, natural resources, textiles, and veterinary medicine. With a staff of 260+ FTE, the Libraries has more than 4 million volumes in its collection, acquires more than 62,000 print and electronic serials, and has a total annual budget of over $25 million, with approximately $9.5 million allocated to collections. The Libraries is the host site for NC LIVE (North Carolina Libraries for Virtual Education), a multi-type library initiative, making digital resources accessible to North Carolina residents.

The NCSU Libraries is a member of the Association of Research Libraries, the Digital Library Federation, the Coalition for Networked Information, the Scholarly Publishing and Academic Resources Coalition, the Council for Library and Information Resources, and the Center for Research Libraries. Duke University, the University of North Carolina at Chapel Hill, North Carolina Central University, and North Carolina State University form the Triangle Research Libraries Network (TRLN), with combined resources exceeding 14 million volumes and collections budgets totaling more than $30 million.

Salary and Benefits
The Libraries offers a highly competitive salary in recognition of applicable education and experience for this position. Librarians have non-tenure track faculty status (without levels of rank). Benefits include: 24 days vacation, 12 days sick leave; State of NC preferred provider medical insurance, and state, TIAA/CREF, or other retirement options. Additional and optional dental, life, disability, deferred compensation, and legal plans are offered. Tuition waiver program for all campuses of The University of North Carolina is available. More benefits information is available at http://www7.acs.ncsu.edu/hr/benefits/

Application process and schedule
NORTHWESTERN UNIVERSITY LIBRARY
LIBRARIAN POSITION DESCRIPTION

POSITION: Head, Digital Collections and Scholarly Communications Services

REPORTS TO: Dean of Libraries and Charles Deering McCormick University Librarian
Associate University Librarian for Library Technology

SUPERVISES: Assistant Head, Digital Collections
Visual Resources Librarian
Outreach and Training Specialist
Digital Scholarship Library Fellow

SUMMARY: Under the general direction of the AUL for Library Technology, the Head of Digital Collections and Scholarly Communications Services has primary responsibility for the conceptual development and execution of digital library projects and digitization and repository services at Northwestern University Library; and under the general direction of the Dean of Libraries/University Librarian, he/she provides leadership, direction and coordination of the activities and services of scholarly communications programs at Northwestern University Library. The two dimensions of the position are expected to overlap in programmatic, physical and technological ways and thus the two supervisors are expected to be in close communication with the incumbent and each other.

RESPONSIBILITIES: Acts as administrative director of the Center for Scholarly Communication (or the equivalent entity in the Library), coordinates the work of affiliates on specific projects and initiatives, and works closely with Library liaisons, specialists, Digital Collections and Services, and the Scholarly Communications Committee to develop Center programs and referral services. Articulates a vision for the development of all aspects of an effective Scholarly Communications program, including outreach programs and events, internal training and awareness programs for library staff, advising faculty on policy issues including copyright and funder mandates, and promoting relevant open access publishing initiatives. Plays a key leadership role in developing and sustaining services for retention and curation of important digital content from the Northwestern community, including research data, publications, visual and media resources, technical reports, field notes, presentations, and gray literature and other born-digital ephemera of enduring value. Participates in digital publishing, e-science, and digital humanities initiatives and plays a leadership role in development of digital content curation services. Fosters effective relationships with key Library and University partners including but not limited to faculty, academic units, information technologists, the University Press and the Office of Research.

As head of the Digital Collections department, is responsible for management of all aspects of the department, including planning, prioritizing and implementing policy and direction, budget management, and communication with appropriate University faculty, Library staff, vendors, and relevant colleagues in partner research libraries. Is responsible for the conceptual development and execution of special digital library and faculty projects, digitization services for library departments and faculty, the Digital Image Library, and development and support of repository services and affiliated faculty digital projects. Supervises the staff of the Digital Collections Department, including an assistant department head, and directly or indirectly supervises the staff engaged in project management, production, consulting, training and media delivery services to library staff and university faculty; scanning of printed materials using specialized scanners; conversion of analog slide, image, film and other media items to digital formats; and enhancing the content and usability of the Digital Image Library and the digital library repository.
NORTHWESTERN UNIVERSITY
Head, Digital Collections and Scholarly Communications Services

Actively seeks opportunities to leverage the strengths of library staff in extending to the campus digital library services for digital content creation and management, metadata analysis and application, and content licensing and data curation. Fosters and promotes effective communication with all members of the University community concerning the Library’s digital initiatives and services. Works closely with NUIT and the Library’s Technology Division to shape the content and design of Northwestern’s digital library repository and other systems needed to support digital content and collections. Works closely with other departments in the Library and university faculty to assure successful delivery of services and digital collections. Participates in or leads library or university committees. Participates in and leads development of grant and other funding requests. Manages the content, service, and collection policy aspects of Northwestern’s digital repository, including the development of criteria for inclusion and relevant copyright and intellectual property safeguards.

Represents Northwestern University Library in forums at the regional, national, and international level—especially those that focus on the development of policy, services and initiatives in areas relating to the above responsibilities. In particular, leads NUL participation in relevant programs of the CIC and the ARL.

QUALIFICATIONS: A Masters degree from an ALA accredited program in library or information science or the equivalent combination of education and relevant library experience required. At least ten years progressively responsible experience in an academic library setting required. Advanced leadership and management skills with demonstrated ability to build partnerships and bring innovative and complex programs and projects to completion. Significant expertise and knowledge of a wide range of standards and practices in intellectual property and copyright law, metadata, digital content and media, and digital library development. Ability to maintain effective working relationships with all levels of the University community and with outside vendors and partners. Excellent communication and interpersonal skills required. Proven ability to promote cooperative efforts among library and other campus units and to foster productive collaborations. Demonstrated flexibility and initiative in a changing environment required. Experience working directly with faculty and students required. Evidence of continuing participation in professional and scholarly activities required. Record of mentoring activities, especially as related to the development of leadership and management skills in librarians and staff, preferred.

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