MALMAD Transformative Agreement

Springer Nature
OA Publishing Process
& Author Journey

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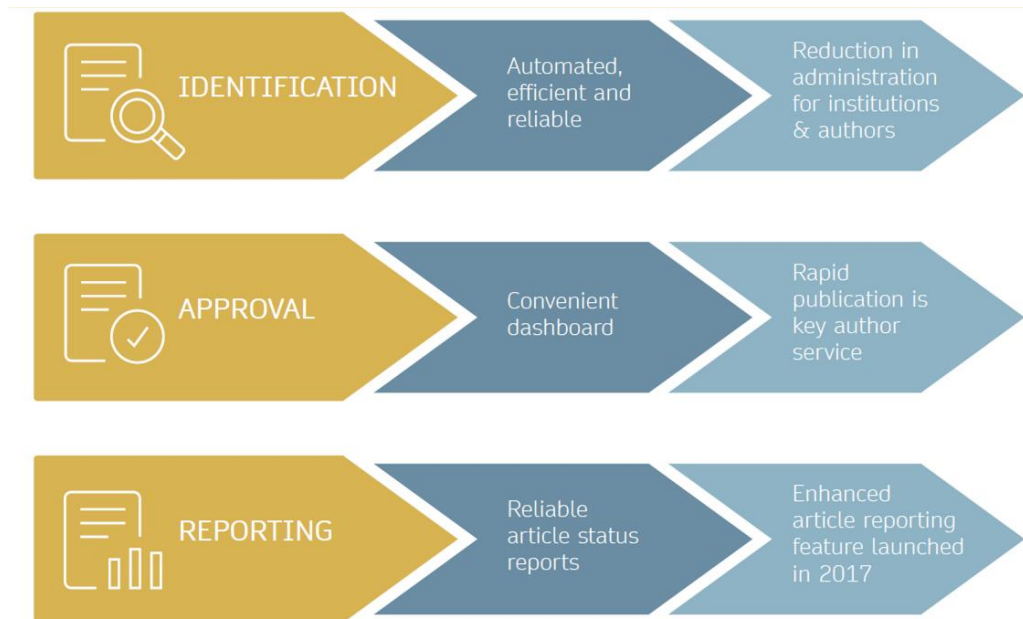# Introduction to Open Access Publishing Services

1

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OA workflows: More than a platform

Reliable, customizable, and efficient workflow, **reducing costs & admin efforts** for authors and institutions

IDENTIFICATION — Automated, efficient and reliable — Reduction in administration for institutions & authors

APPROVAL — Convenient dashboard — Rapid publication is key author service

REPORTING — Reliable article status reports — Enhanced article reporting feature launched in 2017

Open access publishing process

Submission

Manuscript is submitted

Submitting author provides e.g. **FundRef** and **ORCID** information, article category is assigned

Peer review is conducted in the following

Editorial Acceptance

After editorial acceptance, the corresponding author is able to identify themselves as affiliated to a member institution

Identification

OA agreement specific eligibility check: in-scope journals, article types

Corresponding author identifies themselves as connected to a member institution

Verification

Identified article is sent to the member institution's **article approval service accounts** for **final verification of eligibility**

Publication

The author can now complete the remainder of the production process and the article is published **open access**

An **OA funding note** is added

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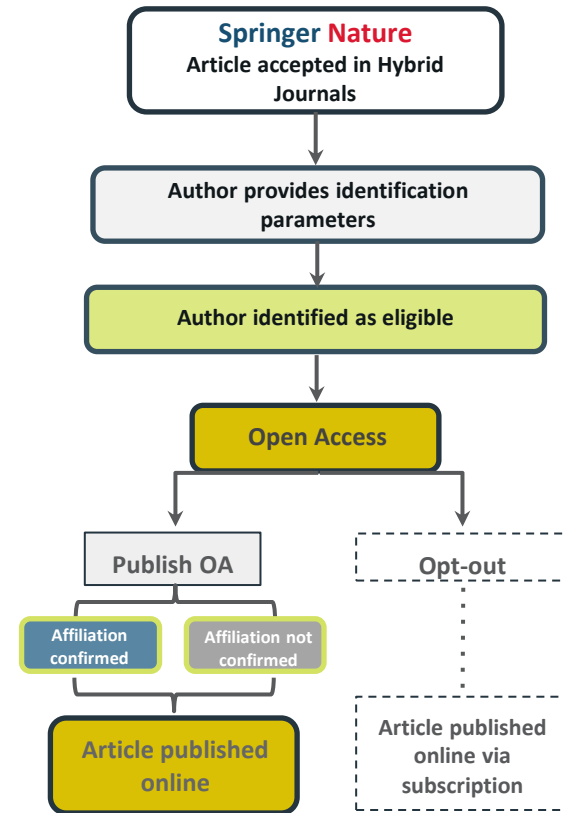# Author journey after editorial acceptance

Once an article has been editorially accepted, authors will be able to identify themselves as being affiliated with a relevant institution

Once an author's eligibility is confirmed by the institution, the article is published open access

For hybrid journals, the author has the option to **opt-out** of publishing open access

In case of rejection, the author has the option to publish open access with their own funding or publish traditionally non-open access

To find lists of eligible journals, please visit our Institutional Agreements website:
springernature.com/gp/open-research/
institutional-agreements

Springer Nature
Article accepted in Hybrid Journals

Author provides identification parameters

Author identified as eligible

Open Access

Publish OA | Opt-out

Affiliation confirmed | Affiliation not confirmed

Article published online | Article published online via subscription

Author/article identification

After article acceptance, the corresponding author receives an invitation to complete the publication process for the article and the authors are able to identify themselves:

Corresponding author/article identification parameters:
1. Selected institution
2. Email domain recognition
3. IP recognition

Selected Institution — Please input your institutional affiliation when prompted.

Institutional Email — Please use your institutional email address.

Location — Please complete the form while within your institution's network.

A hierarchy is applied to the identification parameters in the order above

When completing the identification phase, the author will be prompted to type in their institution and then select it from a dropdown list. The email domain and the IP address will instead be picked up by our system automatically

Author/article identification

An author identifies themselves by using the following identification parameters:

For example:
1. Selected institution: Tel Aviv University
2. Email domain recognition: University of Vienna
3. IP recognition: University of Trieste

→ **'Selected institution' is the strongest parameter.** The author is identified as being affiliated with **Tel Aviv University**

Author journey after editorial acceptance

2

Email invite to complete process

Once the article is editorially accepted, the corresponding author receives an invitation to complete the publishing agreement

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Dear Dr. Charles Darwin

We're delighted that your article has been accepted for publication: 'The zoology of the voyage of H.M.S. Beagle'.

You now need to:

- Provide details to help us check whether your article processing charge (APC) is covered by your institution or a journal partner.
- Read and accept your publishing agreement.
- Make a payment if the APC is not covered.

If you want to publish subscription, instead of open access, there will be an option to do that in the following steps.

Continue with publishing your article:

https://publishing-and-rights.springernature.app/workflow/123

Kind regards,

Springer Nature Author Service

If you have any questions, please do not hesitate to contact our Author Service team at
ASJournals@springernature.com

Select country

The author is prompted to select their country from a drop down list

Country or region

This form must be filled in by the corresponding author.

> Why does this matter?

Select your country/region of residence

Israel ▾

Next

Need help?

✉ Email us

Your article

Corresponding author (you)
Charles Darwin

Title
The zoology of the voyage of H.M.S. Beagle

DOI
10.1010/3452035457045

Article type
OriginalPaper

Journal
Journal of Research

OA information page

Authors are given basic information about publishing their article open access, including the Article Processing Charge (APC)

If authors would like to publish subscription instead, this can be selected later in the process

Confirm affiliation

Authors will be asked to confirm the affiliation they provided on submission for eligibility

If they have moved or it is incorrect they can change it - changing affiliation here only affects identification for open access agreements, not the affiliation listed on the published article

Institution or university

During manuscript submission you told us you're affiliated with the following institution:

University of Haifa
Israel

Is this still correct?

○ **Yes, University of Haifa is the institution I'm affiliated with**

○ **No, I've changed institution**

Next

Need help?
✉ Email us

Your article

Corresponding author (you)
Charles Darwin

Title
The zoology of the voyage of H.M.S. Beagle

DOI
10.1010/3452035457045

Article type
OriginalPaper

Journal
Journal of Research

Institutional selection

Authors are asked to select their institution and the system will use this to identify any agreements they may be eligible for - the other identifiers, email domain and IP range, are picked up automatically

If authors select an eligible institution and are publishing an appropriate article type in an included journal, they will have the opportunity to ask the institution to cover their publishing costs

Institutional agreements

Authors who are potentially eligible will be given information about the agreement

Authors are able to opt out of the agreement and publish under a subscription model at this stage if permitted under the institution's policies

Authors must be publishing an eligible article type in an eligible journal to apply for coverage under the agreement

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Summary

Authors will be shown a summary of the information they have provided and the agreements they selected, if any of this is incorrect it can be changed at this stage

If the institution does not have an agreement, or it has run out of funds, the author will be informed here

Confirm your eligibility status

Thank you for confirming your institution or university. Based on your selection, you have been identified as affiliated to the institution or university below.

Tel Aviv University   Change

Open access at no cost to you

You have identified yourself as affiliated with the Tel Aviv University. The agreement between your institution and Springer Nature enables you to publish your article open access at no cost to you.

On www.springernature.com/oaforinstitutions you will find specific information on the agreement.

Next

▶ No, I want to publish my article without open access

Need help?
✉ Email us

Institution or University: Tel Aviv University   Change

⚠ We do not have an agreement with this institution to pay your APC.

Publishing model choice

If an author does not have an agreement available to cover the costs of publication, they will be given the option to either publish subscription or pay for open access using other funds

If they select open access, they will have the opportunity to provide billing details

OA pre-publishing declaration

Before generating the publishing agreement, the author is asked to confirm if they are an employee of the UK, US, Australian, or Canadian governments so that the system can provide the appropriate agreement for them to sign

Author signs the LtP

For OA articles, the author needs to agree to the publishing agreement or Licence to Publish (LtP) post approval

Confirmation of completed license

The author receives confirmation that the license is completed and has the opportunity to download a copy of the publishing agreement

Publication I

After the author completes their publication agreement and coverage of the APC has been agreed by the institution or organisation, the article will continue into the final stages of publication where the author can complete their proofs

Once the author is happy, the article will be published online under the relevant open access license

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Low risk of nosocomial severe acute respiratory syndrome-coronavirus-2 infection in patients with liver disease admitted to a hepatology unit at an academic hospital: A single-center experience

Indian Journal of Gastroenterology

Aims and scope →

Submit manuscript →

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ⓘ This article has been updated

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Reprints and permissions

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Funding note

The funding highlights that the costs to publish the article open access (the APC) have been fully or partially covered by the agreement

Funding

Open access funding provided by HEAL–Link Greece.

Sample: Open access funding provided by {organisation/institution name}.

Publication II

After publication, the author will receive an email containing information about the respective OA license

This email explains:

- General information about the article
- The specific license in use (CC-BY or CC-BY-NC)
- How the author can share their article
- Information on announcing and citing the article
- Extra services SN provides to authors

The email also contains a link to the online version of the published article and an PDF copy

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Congratulations

Dear corresponding author

We are pleased to inform you that your article has just been published:

Title

cc by article

Journal

Journal of Human Hypertension

DOI

10.1234/1D9A10E4-6B8A-402A-A619-80D82CA8E2FA

Publication Date

2020-11-27

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Your final article (Version of Record) may be shared anywhere, at any time, by you or by anyone providing they observe the terms of CC BY and credit you as author, as described above.

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Support for authors

Authors can find contact details for further support on:

- Author helpdesk - support.springer.com
- OA.Verification@springernature.com
- springernature.com/gp/open-research/institutional-agreements
- springernature.com/oaforisrael

Learn more about your eligibility

↓ Participating institutions (PDF, 485.11 KB)

Publishing open access in a hybrid journal

Check the list of hybrid journals that are included in the agreement.

↓ Eligible journals (XLSX, 241.51 KB)

Article Approval Service and Reporting

3

Article Approval Service (AAS)

- The Article Approval Service (AAS) is the dashboard provided to customers with an open access agreement to assess articles for coverage

- Articles which are potentially eligible are sent to the AAS once the author has requested coverage under the agreement

- Admins from institutions or consortia (approval managers) are able to view details of articles and authors, allowing them to make a decision on whether the cost of publication should be covered

- Articles that are published in journals that do not run on the standard workflow are manually inserted to the AAS for verification

Email notification

An email notification is sent to registered approval managers once an article reaches the AAS for a verification decision

To access the Article Approval Service (AAS) approval managers will need a Springer Nature account, which can be created at:

login.springer.com/public/gp/login

After an account has been created, the platform can be accessed by visiting: oa-approval.springernature.com

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Article Approval Service
New article available for verification

Dear Approval Manager,

The below article is currently awaiting verification from 'University of Edinburgh'

Article Title: The zoology of the voyage of H.M.S. Beagle
Corresponding Author: Charles Darwin
DOI: 123/123/123

Please visit your article approval service https://oa-approval.springernature.app/open and verify the article at your earliest convenience to avoid delays in publication.

With kind regards,
Open Research Support

If you have any questions, please do not hesitate to contact us at
oa.verification@springernature.com

Article Approval Service

On the Requests tab, approval managers can see any articles which are awaiting a decision (open) and past articles which have been approved or rejected for coverage

The different types of requests can be viewed using the filters on the left side of the screen

Users can also search for articles using Manuscript ID, DOI, or Author email address

Article Approval Service

Article and author metadata

This page contains all the necessary information for an institution to verify the eligibility of the author and article, such as:

- Corresponding author information

- Article title

- Article type

- Journal type and license

- DOI

- Acknowledgements section

Article metadata I

The dashboard specifies which parameters the author was identified with during the identification process

University of Manchester

∧ CONFIRM AFFILIATION

I confirm author is affiliated with
University of Manchester

Approve article

∨ REJECT OR FORWARD

Progress

✓ Requested 2022-10-28

○ Decision pending...

Corresponding Author

Name

Institution   The University of Manchester

Department

Author identified by

Selected institution   ✓ University of Manchester

Author email   ✓ University of Manchester

IP address   ✗

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Article metadata II

If a corresponding author has more than one affiliation, the additional ones will be displayed under the Further institutions section once the typesetting of the article is completed

If applicable, co-authors will be listed under the Contributing Authors section together with their affiliation(s)

Author identified by

Selected institution	✓ Technische Universität Darmstadt (3139)
Author email	✓ Technische Universität Darmstadt (3139)
IP address	✗

Further institutions (1)

Institution	Central South University
Department	School of Materials Science and Engineering
	Lushan South Road 932 Changsha 410083 China

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AAS – Approve and Reject

After assessing the author and their article, the approval manager can approve or reject the article for coverage under the agreement

If the article is rejected, the author will either have to fund open access through other means or publish their article subscription
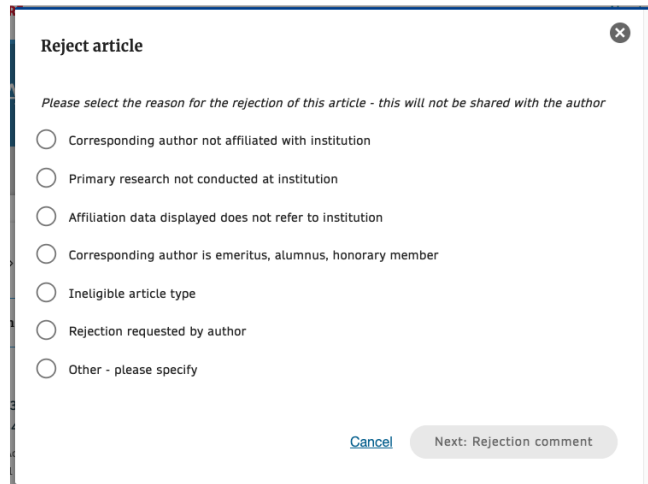
Article Approval Service – Rejection Reasons and comments

When rejecting an article, a dialog window will open asking for a reason for rejection

For all decisions (approvals and rejections), approval managers will have the opportunity to **add a comment for record**

This extra step helps **preventing accidental rejections**

Please note that the rejection reasons will not be shared with authors

Reject article

Please select the reason for the rejection of this article - this will not be shared with the author

○ Corresponding author not affiliated with institution

○ Primary research not conducted at institution

○ Affiliation data displayed does not refer to institution

○ Corresponding author is emeritus, alumnus, honorary member

○ Ineligible article type

○ Rejection requested by author

○ Other - please specify

Cancel   Next: Rejection comment

Approve article

Please provide any comments related to your decision (optional)

You have 50 words remaining

Cancel   **Approve article**

Reporting

On the Reporting tab, users can access reports of the articles on their AAS

The reports include data such as author details, article details and relevant dates, e.g. approval date

In addition, our reporting team will send out regular enhanced reports which go through an additional level of quality assurance and are put into the context of the wider agreement and its article allowance

THANK YOU

oa.verification@springernature.com

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