

1	OA Publishing Services intro
2	Author Journey
3	Article Approval Service (AAS)
4	Outlook - AAS improvements

# **OA Publishing Services intro**



# OA workflows: More than a platform

### A value proposition customers are paying for

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



### **Open access publishing process**

Submission

Editorial Acceptance

Manuscript is submitted

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

**Peer review** is conducted in the following.

After editorial acceptance, the corresponding author is able to identify him/herself as affiliated to a member institution Identification

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

Corresponding author identifies him/herself as connected to a member institution

types

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

Verification

Publication

Eligible article is published immediately open access

**OA Funding note** added in article acknowledgments (if applicable)

# 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.

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: www.springernature.com/gp/openresearch/institutional-agreements/oaforsweden



4

# 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

The hierarchy of identification parameters is in the above order: 1, 2, 3

Selected Institution	Institutional Market Email	Location
Please input your institutional affiliation when prompted.	Please use your institutional email address.	Please complete the form while within your institution's network.

# Author/article identification

An author identifies themselves by using the following identification parameters:

### For example:

- 1. Selected institution: Karolinska Institute
- 2. Email domain recognition: University of Vienna
- **3.** IP recognition: University College London

-> 'Selected institution' is the strongest parameter. The author is identified as being affiliated with the Karolinska Institute

## Author journey



### Invitation upon article acceptance

Once an article is editorially accepted for publication, the author receives an email with a link to complete the publishing agreement

Authors will also receive an email containing the login link

	SPRINGER NATURE	
SPRINGER NATURE	Dear Dr. Jens Nielsen Congratulations on the acceptanc 043. Before we can proceed with the p of Derivatives Research. we first p	e of your article: Demo Manuscript ublication of your article in Review geed you to complete the t.
Dear Dr. Jens Nielsen We have received a request for a s the next steps of your article's put Please follow the link below to cor	ecure link where you can complete blication. ntinue:	ture.com/workflow/da3fd305-
https://staging-idp.springernatur code=998f8307-ff8a-4d5f-8423-c With kind regards, Springer Nature Author Service	e.com/authorize/email? 4436594f796	pt hesitate to contact our Author Service m at ingernature.com
If you have any questions, please do n tea ASJournals@spr	ot hesitate to contact our Author Service m at ingernature.com	

## Search for your institution I

**Corresponding authors** are asked to type in their institution in the search field and "<u>select</u> their institution".

Authors should then select the institution from the drop-down list in order for the identification to work.

Authors are also identified via **IP range** and/or an institutional **email domain** in the "background".

Wording varies slightly for fully open access journals

#### SPRINGER NATURE

#### Next steps for publishing your article Confirm your institution or university Your article Dear Dr. Jens Nielsen, Article title Demo Manuscript 043 Some articles are eligible for part or full coverage of the open access article-DOT 10.0009/s1234-567-9709-z9999 processing charge as part of an institutional agreement with Springer Nature. Article type More information about open access agreements here. Abstract Journal Name Please enter your institution or university below to see if you are eligible. Review of Derivatives Research Search for your institution or university e.g. Oxford University Search Need help? Contact us.

## Search for your institution II

To help ensure as many authors as possible are able to identify themselves, Springer Nature retains lists of name variants for every eligible institution.

We have integrated the Research Organization Registry into our systems to help **cover as many different name iterations for every institution as possible.** 

IERS .1 06399286 r ID 501100002386 145
dei 144

# Select your affiliation

If the author is identified as eligible, a **welcome message** appears, which provides further information on the OA agreement.

Authors are informed on how they were identified.

### Eligible article types:

- OriginalPaper
- ReviewPaper
- BriefCommunication
- ContinuingEducation

### **Eligible license types:**

- CC-BY

SN OA Publishing Services / April 2022

- CC-BY NC

### Next steps for publishing your article

### Confirm your eligibility status

Dear Dr. Jens Nielsen,

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

Open access at no cost to you

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

On www.springer.com/oaforswitzerland you will find specific information on the agreement.

Please note: Charges for additional options (e.g. color in print, posters) are not covered by this agreement. If you have any further questions please get in touch with your institution.

I want to publish my article open access, with my fees covered under the agreement between Springer Nature and my institution.

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

Not your institution or university?

Search again

Need help? Contact us.

Yes, submit for approval

#### Your article

Article title Demo Manuscript 043

DOI 10.0009/s1234-567-9709-z9999

Article type Abstract

Journal Name Review of Derivatives Research

# Publishing model default

As your agreement is default Open Access, the author will only be able to submit for approval or search again for a different institution.



# Awaiting institutional approval

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Approval request has been submitted to the selected institution

### Next steps for publishing your article

#### Waiting for approval Your article Dear Dr. Jens Nielsen, Article title TEST JOBSHEET JJAH3 Based on your selection, you have been identified as affiliated to the institution or Article ID 10.8888/s41371-292-9677-1212-JJAH3 university below. Article type As they have an agreement with Springer Nature, the open access article-Abstract processing charge (APC) for your article may be partially or fully covered. Journal Name Journal of Human Hypertension More information about open access agreements here. Humboldt-Universität zu Berlin (1034) The institution will determine if your article is eligible under this agreement. You will be notified by email, normally within 5 working days, once this step is complete. Need help? Contact us.

# **Affiliation is confirmed**

If the author is confirmed as being affiliated with an eligible institution and will be covered under the OA agreement, they will receive confirmation of this

An email confirming this is also sent to the author

Verification complete Dear Amrita Khamkar, Your article is eligible and has now been approved for the full covera processing charge (APC) as part of your institution's agreement. Mo	ge of the article- re information about
Your article will now be published at no cost to you.	SPRINGER NATURE
University of California Berkeley Our production team will now take the next steps publication of your article and contact you if they already done so. Need help? Contact us	Dear Dr. Jens Nielsen, Your affiliation has been confirmed by University of Zurich and your article will now be published at no cost to you. Before we can proceed with the publication of your article in R of Derivatives Research, we first need you to complete the appropriate publishing agreement. Please follow this link to do so: https://payment-and-rights- staging.snpaas.private.springernature.com/workflow/da3fd30 53c9-413c-958e-0fab46a24228
	With kind regards, Springer Nature Author Service
	If you have any questions, please do not hesitate to contact our Author Se team at OA Verification@soringernature.com

# Affiliation has not been confirmed

If the institution cannot confirm the author's affiliation, the author is informed that the agreement will not cover the open access publishing costs

The author can pay the open access fee or, unless it is a fully open access journal, decide to publish subscription instead



## **Publication I**

After the author completes the publication agreement, the article will be published

For some agreements, your institution will be acknowledged in the published article through a funding note.

### Funding

Open Access funding provided by Karolinska Institute.



# **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 provide for authors

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

#### SPRINGER NATURE

### 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

Your article is available online here https://link.springer.com /article/10.1234/1D9A10E4-6B8A-402A-A619-80D82CA8E2FA or as a PDF here https://link.springer.com/article/10.1234 /1D9A10E4-6B8A-402A-A619-80D82CA8E2FA pdf.

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#### How can I share my article?

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.

## **Support for authors**

Authors can find contact details for further support on:

- Open Access System Solution platform
- In the <u>author helpdesk</u>
- And on: <u>https://www.springernature.com/gp/open-research/institutional-agreements</u>





### **Article Approval Service - Overview**

- After the author completes the process, the article is sent to the AAS for **verification** by the **Approval Manager**.
- Allows Approval Managers from the institutions to have access to all articles pending verification.
- Approval Managers can **approve** or **reject** articles and **view details** of each manuscript.
- Reliable and user-friendly service tool for institutions to verify articles for publication in Springer Nature hybrid journals.
- Articles that are published in journals that do not run on the standard workflow are manually inserted to the AAS for verification.

# **Email notification**

Sample email notification once an article reaches the AAS for verification by the Approval Manager

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Article Approval Service

New article available for verification

Dear Approval Manager,

The below article is currently awaiting verification from 'Örebro University'

Article: Email Template Tests - 0123456789 Corresponding Author: Dwayne Dowding DOI: 9b59a9b5-88e1-4fd1-a095-a3d09df4b83f

Please visit your article approval service https://article-approvalsstaging.apps.dev.dc.springernature.com/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

Please follow below link to login: https://oa-approval.springernature.com/

Please follow this link to register your details: (https://login.springer.com/public/gp/login)

If you already have an account registered, you will be able to use your current login credentials and do not need to register again.

On the "Welcome" page, you will be able to access information on:

- How to approve and reject articles
- How to forward articles
- How to run reports



Articles awaiting verification will appear on the 'Open' page. This page will show the author name and article title, and will indicate which of the identification parameters the author has matched.

You can click "More details" to view further information about each article



### 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



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### Article metadata I

SPRINGER NATURE			About   Contact us   Log out
Article Approval	Service		Logged in as readaccess13_deal@springer.com
13 Open	64 Approved	Rejected	E Reporting
Open list > Approval requ Ruprecht-Karls-Universität Heidelberg (1026)	est (Open) Corresponding	Author	
Validation or radiological redu criteria with intraoperative co beam CT in unstable syndesm injuries	Institu ne Depart otic	nent MINTOS-Medical Imaging and Ni Surgery Ludwig-Guttmannstr. 13, 67071,	avigation in Trauma and Orthopaedic Ludwigshafen, Germany
Hybrid 	E	mail RCID	

#### Author identified by

In addition, the dashboard defines how the author identified him/herself during the author identification process

Selected institution	✓ Ruprecht-Karls-Universität Heidelberg (1026)
Author email	×
IP address	×

25

### Article metadata II



# **AAS – Approve and Reject**

The Approval Manager approves or rejects the eligibility of an article.

The Forwarding Feature allows Approval Managers to forward an article to another institution within the Consortium.

Once set up, select the institution to which you wish to forward the verification task from the drop-down list. The institution will receive a notification email, letting them know that the article has been forwarded to them. Open list > Approval request (Open)



# **Reporting Functionality I**

You can download a report by selecting the date range and verification parameter.

The report will include an overview of all "open", "approved", and "rejected" articles in the AAS dashboard.

rticle Appr	oval S	Service		Logged in
Open		Approved	Rejected	<b>111</b> Reporting
Reporting Select the criteria you Verification status	• Open	W		
Period	<ul> <li>Appro</li> <li>Reject</li> </ul>	ted		
	From	26/05/2019 26/06/2019		
The report will be gen	erated as a c	sv file		Download Report

# **Reporting Functionality II**

In addition to the report that you can download from the Article Approval Service, Springer Nature will send out monthly summary reports which show the number of articles approved and puts it into the context of the agreement as a whole.

Month	Approved Articles	Mean Monthly	Remaining Mean	Article Allocation
		Article Allocation	Monthly Article	Balance
			Allocation	
Month of approval date	Number of articles, both	Number of articles	Number of articles	Number of articles
	published and unpublished*,	allocated to customer	remaining from the	remaining from the total
	approved within calendar	per year divided by 12	Mean Monthly Article	number of allocated
	month		Allocation	articles (Allocation
lanuary	02	105	22	1407
January	33	125	32	1407
February	94	125	31	1313
March	103	125	22	1210
April	110	125	15	1100
May	91	125	34	1009
June	97	125	28	912
July	99	125	26	813
August	107	125	18	706
September	109	125	16	597
October	123	125	2	474
November	117	125	8	357
December		125	125	357
Yearly Total	1143			357

## **Outlook – AAS Improvements**



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## AAS improvements 2021 / 2022 - Overview

Improvements in development so far in 2022:

- Comments / notes field for approval manager, to be displayed in AAS article status reports
- Mechanism to counteract accidental approvals
- Product-specific and "user-friendly" forwarding feature
- Article Acknowledgements

## **AAS improvement 2022 next steps**

Improvements planned for the future:

- Search functionality, search by: DOI, manuscript ID and author email
- Feature to retain all processed articles in the AAS
- Product specific "view/ user-access" in AAS, if required
- AAS and AAS article status reports filters including product view, institution, journal publishing model

## **Article Approval Service – Forwarding comments**

When forwarding an article a dialog window will open requesting you to add an **explanation for the new institution why you would like to forward the article to them.** 

This enables the receiving institution to make an educated verification decision and to reduce the administration workload.



## **Article Approval Service – Approval Comments**

When approving an article a dialog window will open asking you to add a comment related to your decision before clicking "Approve Article".

This extra step aims to avoid accidental approvals and allows you to add comments and notes related to your decision for **your records.** 

lease provide	e any comments	related to yo	ur decision (c	optional)	
					10
ou have 50 words r	emaining				

### **Article Approval Service – Rejection Reasons**

When rejecting an article a dialog window will open asking you to select a reason for rejection. As next step, you will have the opportunity to add a **comment for your records.** This extra step helps to **prevent accidental** 

rejections, the rejection reasons will not be shared with the authors.

### **Article Approval Service – Rejection Comments**

When rejecting an article a dialog window will open asking you to add **a comment related to your decision** before clicking **"Reject Article".** 

This extra step allows you to add comments and notes related to your decision for your records.

Please prov	de any comments	related to you	r decision (optio	onal)
1				
You have 50 wor	Is remaining			

### **Article Approval Service – Article Acknowledgements**

As of March 30<sup>th</sup>, article acknowledgements are now included in the AAS article details to support Approval Managers making an educated verification decision

### Acknowledgements The authors thank all of the participants and staff involved in the Edinburgh Type 2 Diabetes Study. Authors' relationships and activities Pfizer plc provided a portion of the funding for the ET2DS; however, they had no role in study design, data collection and analysis, decision to publish or preparation of the manuscript. The authors declare that there are no other relationships or activities that might bias, or be perceived to bias, their work. Article

# Thank you

Any questions? oa.verification@springernature.com

#### The story behind the image



### Antarctica meltdown could double sea level rise

Researchers at Pennsylvania State University have been considering how quickly a glacial ice melt in Antarctica would raise sea levels. By updating models with new discoveries and comparing them with past sea-level rise events they predict that a melting Antarctica could raise oceans by more than 3 feet by the end of the century if greenhouse gas emissions continued unabated, roughly doubling previous total sealevel rise estimates. Rising seas could put many of the world's coastlines underwater or at risk of flooding and storm surges.

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