MALMAD Transformative Agreement

Springer Nature
OA Publishing Process
& Author Journey

SPRINGER NATURE GROUP
Introduction to Open Access Publishing Services
OA workflows: More than a platform

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

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
Email invite to complete process

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

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.
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.
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.
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.
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.
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.
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

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
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

Publishing open access in a hybrid journal

Check the list of hybrid journals that are included in the agreement.
Article Approval Service and Reporting
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

---

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