Open Access and REF2020

What you need to do
The HEFCE open access policy requires that all journal articles and conference proceedings (with an ISSN) submitted to the next REF are deposited in a repository within three months of acceptance. When you receive your acceptance notification, you need to complete the following steps.

Create a Pure record including:
- Article title
- Author(s)
- Journal title
- Date of acceptance*

Upload the accepted manuscript to the Pure record

Forward the acceptance email to [delegated mailbox] with the Pure ID as the subject

*Record the date the article was accepted in the bibliographical note field.

What the Library will do
Library staff will check all Pure records with documents attached, and will make the documents publicly available through Explore Bristol Research according to the copyright policies of the publisher. They will undertake the following tasks.

Check the publisher copyright to ensure that public posting is permitted

Set an embargo period where necessary

Create a full and discoverable Pure record, including metrics from Scopus (where possible)