Making Your Paper Open Access

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.

* 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.

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

Your paper is now Green Open Access
Gold Open Access Instructions (for RCUK-funded work)

The address and email address for invoices are:
Open Access Administrator, Arts and Social Sciences Library, Tyndall Avenue, Bristol, BS8 1TJ
open-access@bristol.ac.uk

Things to remember:

- The RCUK block grant can be used for papers with a UoB corresponding author where RCUK are acknowledged.
- The block grant can only be used if the paper is published with a CC-BY licence. To check whether a journal is compliant with RCUK’s requirements, look it up using the SHERPA/FACT tool.
- The paper must include a statement about the location of the underlying data. For guidance about this, contact Bristol’s Research Data Service.
- There are additional data requirements for EPSRC funded research.

Enquiries:

- Eligibility, forms, prepayment accounts or invoices – open-access@bristol.ac.uk
- All other enquiries – kathryn.smith@bristol.ac.uk

Links:

University of Bristol RCUK open access guidance
http://www.bristol.ac.uk/library/support/research/rcuk.html

University of Bristol Research Data Service
http://data.bris.ac.uk/

RCUK open access policy
http://www.rcuk.ac.uk/research/openaccess/policy/

SHERPA/FACT
http://www.sherpa.ac.uk/fact/index.php