

Open Access Publishing Workflow

Author Journey

Contents

This presentation covers:

- Introduction / brief overview of Read & Publish Workflow
- Manuscript preparation
- Manuscript submission & review
- Manuscript decision

Open Access Publishing Workflow

All articles submitted to Cambridge University Press undergo the same rigorous peer-review to sustain the high quality of our journals.

The decision to publish an article is not affected by whether it will be published Open or behind a paywall.



Third Party Transaction Process

We work with *Rightslink*[®]-CCC to process article processing charges (APCs).

Institutions and authors participating in Read and Publish deals benefit from *Rightslink's* tool, **OA Agreement Manager**, which has been purpose-built to facilitate smoother financial transactions for authors and administrators.

This allows us to identify authors who are eligible for an APC discount/waiver and automatically apply a discount, meaning a **'touch free' journey for the author**.

Institutions may also review and authorise APC funding requests.

Manuscript preparation

Author:

- Discovers journal
- Visits journal information page
- Reviews author instructions
- Formats manuscript



Manuscript preparation

Information on manuscript preparation is available on Cambridge Core, via the journal landing page.

Wherever possible, we remind authors to check their eligibility for APC waivers and discounts.

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JM JOURNAL OF FLUID MECHANICS

ISSN: 0022-1120 (Print), 1469-7645 (Online)
Editor: and Professor M. G. Worster Dept of Applied Mathematics & Theoretical Physics | Centre for Mathematical Science | Wilberforce Road | Cambridge CB3 0WA | UK,
Editorial board

Journal of Fluid Mechanics is the leading international journal in the field and is essential reading for all those concerned with developments in fluid mechanics. It publishes authoritative articles covering theoretical, computational and experimental investigations of all aspects of the mechanics of fluids. Each issue contains papers both on the fundamental aspects of fluid mechanics and on their applications to other fields such as aeronautics, astrophysics, biology, chemical and mechanical engineering, hydraulics, materials, meteorology, oceanography, geology, acoustics and combustion.

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Rishabh V. More, Arezoo M. Ardekani
Journal of Fluid Mechanics, Volume 905

Article
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Kai Zhang, Shelby Hayostek, Michael Amitay, Anton Burtsev, Vassilios Theofilis, Kunihiko Taira
Journal of Fluid Mechanics, Volume 905



Manuscript preparation

Detailed information for contributors is available within the journal information pages, including Open Access publishing options available in that journal.

Pop ups appear on relevant gold OA and hybrid journal information pages to invite authors to check their eligibility for an APC waiver / discount.

The screenshot shows the 'Open Access Policy' page for the Journal of Child Language. The page includes a navigation menu at the top with 'Home', 'Journals', 'Journal of Child Language', 'Information', and 'Open Access Policy'. The main content area is titled 'Open Access Policy' and contains sections for 'Preprints', 'Open Access', and 'Hybrid Open Access FAQs'. A pop-up window titled 'Open Access Funding Support' is overlaid on the page, containing the text: 'Check your eligibility for an APC discount or waiver in this journal, including support offered by your institution.' The pop-up has a blue 'Find out more' button and a grey 'Ignore' button. A mouse cursor is pointing at the 'Find out more' button.



Manuscript preparation

Link to list of eligible journals

Link to further guidance and information about publishing Open Access

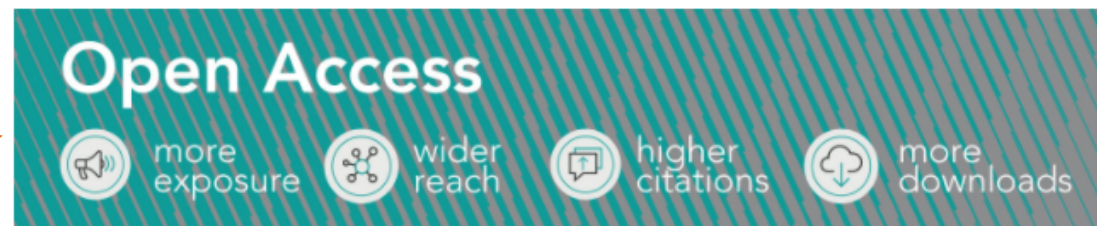
List of participating institutions

Read and Publish agreement with CSAL - Switzerland

If you are affiliated with a participating institution, you can **publish your article Open Access (OA) - at no cost to you from January 2021** - in gold and hybrid journals. In addition, you can enjoy access to [Cambridge University Press journals content](#).

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- Have a corresponding author affiliated with a participating institution (see below) - [click here for corresponding author definition](#)
- Be accepted for publication in a Cambridge University Press journal as listed here - [click here to view journals covered by the agreement](#)
- Be accepted for publication between 1 January 2021 and 31 December 2023



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 - Fachhochschulen / Swiss Institutes of Applied Sciences
 - Institute of International and Development Studies
 - University of Basel
 - University of Fribourg
 - University of Geneva
 - University of Lausanne
 - University of Luzern
 - University of St. Gallen University of Zurich
 - University of Neuchatel

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- Article types covered by this agreement are research articles, review articles, rapid communications, brief reports and case reports - [click here for definitions](#).
- Articles submitted by eligible corresponding authors qualify for this agreement upon the date the article accepted for



Manuscript submission and review

Author:

- Navigates to submission system from journal homepage
- Logs into submission system
- Submits manuscript and supplementary materials
- Checks status in online submission system



Manuscript submission

Authors navigate to the submission system from the journal's homepage on Cambridge Core

The screenshot shows the homepage of the Journal of Child Language on Cambridge Core. The breadcrumb trail at the top left reads "Home > Journals > Journal of Child Language". The language selector at the top right shows "English" and "Français". The main header features the journal title "Journal of Child Language" and a search bar with the placeholder text "Search Journal of Child Language content". Below the search bar, there are four buttons: "Submit your article", "Information", "Subscribe", and "Recommend to librarian". The "Submit your article" button is highlighted with an orange box, and a mouse cursor is pointing at it. At the bottom, there is a navigation menu with links for "Journal home", "Child Bilinguals", "FirstView articles", "Latest issue", "Open access articles", "Most cited", and "Most read".



Manuscript submission

To submit their manuscript, authors must log in, using either a username and password or their ORCID iD in the OPRS – Online Peer Review System.

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Journal of Child Language

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Please refer to the [Instructions for Contributors](#) before you start your submission. If you wish to publish Open Access, please find out more about our [OA policies](#), and [APC waivers and discounts](#).

Begin Submission



Manuscript submission

During submission, the definition and responsibilities of the corresponding author are clearly stated.

Corresponding Author

Please read carefully. The Corresponding Author is defined as: the person who handles the manuscript and correspondence during the publication process. The Corresponding Author has the authority to act on behalf of all co-authors in all matters pertaining to publication of the manuscript including supplementary material. The Corresponding Author is responsible for obtaining such agreements and for informing the co-authors of the manuscript's status throughout the submission, review, and publication process. In addition, the Corresponding Author also acts as the point of contact for any enquiries after the paper is published.

The Corresponding Author's specific responsibilities include:

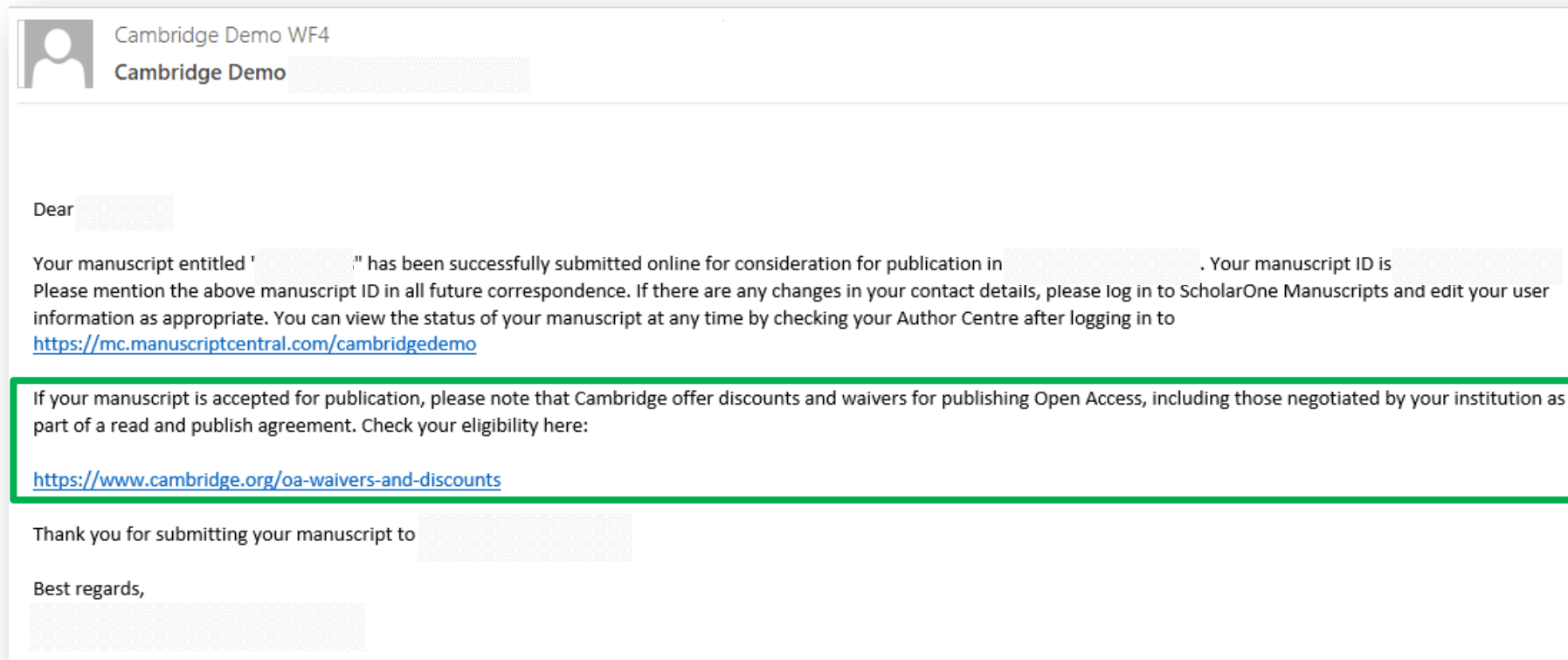
- Manuscript correction and proof reading. Handling the revisions and re-submission of revised manuscripts up to the acceptance of the manuscripts.
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- Arranging for the signing of the Author Publishing Agreement by the copyright owner (this might be the Corresponding Author themselves).
- Act on behalf of all co-authors in responding to queries from all sources post-publication, including questions relating to publishing ethics, reuse of content, or the availability of data, materials, resources, etc.



Manuscript submission

Following submission, the author's manuscript enters the peer review process.

For hybrid journals, authors are not able to select Gold OA at this stage.*



*Authors are able to indicate that they wish to publish OA upon acceptance

Manuscript decision

Author:

- Receives acceptance email
- Chooses creative commons licence



Manuscript decision

Current process for majority of journals as of now:

Completion of the **OA author publishing agreement (APA)** indicates that the article to be published OA.

Once an article is accepted, a record will be created Cambridge's production tracking system.

RE: <<JOURNAL NAME>> - Decision on <<MANUSCRIPT NAME>>

Dear <<AUTHOR NAME>>,

We're delighted to confirm that your manuscript entitled "ARTICLE NAME" has been accepted for publication in <<JOURNAL NAME>> in its current form.

If you have not yet done so, please complete and return the Author Publishing Agreement (APA) as soon as possible: <<LINK>>.

As <<JOURNAL>> also offers Open Access (OA), you can now decide whether you would like to publish your article as OA. Publishing OA allows anyone, anywhere to find, read, and benefit from your research which will give you increased visibility, greater accessibility, and global impact. To help you decide, you can find out more about publishing OA on our [information page](#). If you choose to publish OA, please ensure you select the appropriate form when completing the APA.

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You'll now be assigned a dedicated Content Manager, who you will hear from shortly.

Congratulations and thank you once again for your contribution to <<JOURNAL NAME>>.

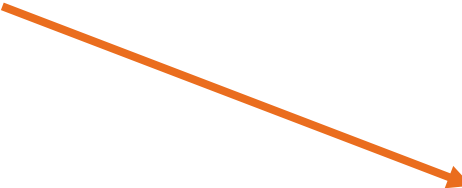
Kind regards,
Editorial office



Manuscript decision

The acceptance email links to the journal information page, where authors can select the appropriate form.

This is the key decision point for the author to make their article OA.



Hybrid journal - author publishing agreement page

Author publishing agreement

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Manuscript decision – Process changes

We are replacing our current licensing process with an **improved digital licensing solution** that will allow us to significantly improve author experience and our ability to channel authors to select the gold OA publishing option in hybrid journals, using specific messaging relating to Read and Publish.

Ironclad is a digital, end-to-end contract lifecycle management platform that covers contract creation, signature and archiving.

The first phase of this launch (early November 2020) will see 18 journals added to the workflow, followed by 4 weeks of hypercare, and then the on-boarding of our remaining Cambridge-owned titles.

Solutions for proprietor and jointly-owned titles will be resolved in Phase Two after the on-boarding of our remaining Cambridge-owned titles.



Manuscript decision – Process changes

If an article is accepted, following the completion of any revisions required, authors will receive an acceptance email.

Once an article is accepted, a record will be created in Cambridge's production tracking system.

<<JOURNAL NAME>> - Decision on <<MANUSCRIPT NAME>>

Dear <<AUTHOR NAME>>,

We're delighted to confirm that your manuscript entitled "ARTICLE NAME" has been accepted for publication in <<JOURNAL NAME>> in its current form.

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Kind regards,
Editorial office



Manuscript decision – Process changes

Authors will then receive an email from our digital licensing partner, Ironclad, to gather information for their licensing agreement via an online form.

Messaging within the form is tailored for articles flagged as eligible under a R&P deal, depending on:

- Corresponding author's institution
- Funding body country
- Article content type (i.e. review article vs research article)

Messaging for hybrid journals (R&P):

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Manuscript decision – Process changes

Messaging for hybrid journals:

Articles not flagged as eligible under a R&P a deal will receive different messaging.

The Gold Open Access option is pre-selected for hybrid journals.

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