Open Access – workflow overview
OA publishing process

Submission
Manuscript is submitted
Submitting author provides e.g. FundRef and ORCID information, article category is assigned

Editorial Acceptance
Peer review is conducted in the following steps.

Identification
**OA agreement specific eligibility check:** in-scope journals, article types
**Corresponding author identifies him/herself** 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
Eligible article is published immediately open access
**OA Funding note** added in article acknowledgments (if applicable)

AAS account provides status reporting of identified articles

Account balance report /invoice
Workflow introduction – Author journey

• Online processes that guide the author from article acceptance through publication for hybrid journals.
• When completing the identification process, authors can identify themselves as eligible and be matched to an institutional agreement.
• 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 subscription.
Author journey – “MyPublication”

After article acceptance, the author receives an invitation to complete the publication process on “MyPublication.”
MyPublication – Overview

- The majority of Springer Nature hybrid journals use MyPublication to identify the eligible authors and for the editorial rights processes.

- Hybrid journals not using MyPublication are marked as “non-standard workflow” journals in the journal title list.

- The corresponding author is guided through this workflow to manage all administrative tasks of the publishing process.

MyPublication stages:
1. Publish your article open access with an Open Choice option
2. Agree to terms of publication online
3. Order offprints or posters in addition to your free (electronic) offprint
MyPublication – Article acceptance

Once an article is accepted for publication, the author receives an email with a link to complete MyPublication forms.

Important Announcement

Dear Author,

Thank you for publishing with Springer. This message is to let you know that your article has gone into production. Before we can send you your proofs, we have to ask you to provide some additional information. Please go to the following website (you may need to copy and paste the URL into your browser): http://www.springer.com/home?SGWID=0-0-1003-0-0&gclid=2943340&checkval=88a2e766d8b554d75fe74c757b9401b0

Please indicate if you would like to:

- order Open Choice, i.e. publish the article as open access. The published version will then become freely available for anyone worldwide in exchange for payment of an open access charge.
- order paper offprints or e-offprints of your article upon issue publication
- order poster of your article with issue cover page, article title and the authorship
- order printing of figures in color in the journal

and to

- transfer the copyright of your article (if you do not order Open Choice).
Welcome to MyPublication

Welcome page with overview of accepted article

Dear John Doe,
Thank you for publishing your paper in one of our journals.

Make Your Choice

In order to facilitate the production and publication of your article we need further information from you relating to:

- Please indicate if you would like to publish your article as open access with our Open Choice option. If so, your article will become freely available online for anyone worldwide and you will be able to easily comply with open access mandates.
- Please transfer the copyright, if you do not publish your articles as open access.
- Please note: We have some agreements with institutions which cover the article processing charge for Open Choice articles of their affiliated corresponding authors. Please read the specific information when you indicate your affiliation.
- Please indicate if you would like to have your figures printed in color.
- Please indicate if you would like to order offprints.

Answering the questions on the next few pages will take approximately 10 minutes of your time.

Please note: Be sure to complete the entire process until you get to the confirmation page. The subsequent production of your article depends on the finalization of the MyPublication process.

Please see our FAQ page if you have questions or problems completing the forms.

START NOW
Author and 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. E-Mail domain recognition
3. IP recognition

The hierarchy of identification parameters is in the above order: 1, 2, 3. Authors are informed about how they were identified.

For example:
1. Selected institution: Università degli Studi di Napoli Federico II
2. E-Mail domain recognition: Politecnico di Milano
3. IP recognition: Università di Pisa

-> The author is identified under Università degli Studi di Napoli Federico II
Authors can type in their institution in the search field. If authors can’t find their institution they can search by city.
Choose Your Affiliation

If the author is matched to an institutional agreement, a green box appears immediately, which provides further information on the OA agreement.

Further identification parameters are IP address and email domain.
Your Open Access Option

Opt-out policy

Identified Authors will have the option to publish their articles open access or subscription.

Your open access option

By publishing open access, your article will be freely available to everyone worldwide immediately upon publication and the copyright will remain with you. Your benefits for Open Choice are:

- Your article is free to read, copy, distribute, and use
- You retain the copyright
- Automatic export to PubMed Central
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Or you choose to publish traditionally, non-open access and transfer your copyright to Springer. Please note that this can’t be changed later. Your institution recommends that you publish your article as open access.

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I want to publish my article with open access and my institution covers the charge.

No. I want to publish my article traditionally without open access.
Choose Your Affiliation

If the article type is not covered by an agreement, an orange box appears containing further information.

Eligible article types covered by the agreement with Italy are:

- OriginalPaper
- ReviewPaper
If the article type or license type is not covered, the author can choose to publish individually or traditionally non open access.
Open access license form

If the author opted for open access publication of the article, the author has to agree to the open access license.
The author can order optional services as color in print figures, additional offprints and posters.

The charges for these services are not covered by the agreement.
Your address

The author states his or her invoice address even if there will be no invoice.

This is a generic page for all kinds of articles and is issued for data management.
Send order

On the last page there is a summary of all orders

Open Choice is not charged to the author but is covered by the institution
Support for authors

Contact details for further support are located on the MyPublication pages. Authors can also find helpful information in the FAQ, and in the author helpdesk.
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 sea-level rise estimates. Rising seas could put many of the world's coastlines underwater or at risk of flooding and storm surges.