



SPRINGER NATURE OA AGREEMENTS

Author eligibility and
institutional approval journey -
Supporter Agreements

SPRINGER NATURE GROUP

Payments and rights author journey

This document covers the journey an article in a Springer Nature fully open access journal goes through when covered by an open access agreement which supports the cost of publishing, including:

- The post-editorial acceptance author journey
- How institutions approve coverage of an article using the article approval dashboard

If you have any questions about the process please reach out to
oa.verification@springernature.com



Introduction to Open Access Publishing Services

Author journey after editorial acceptance

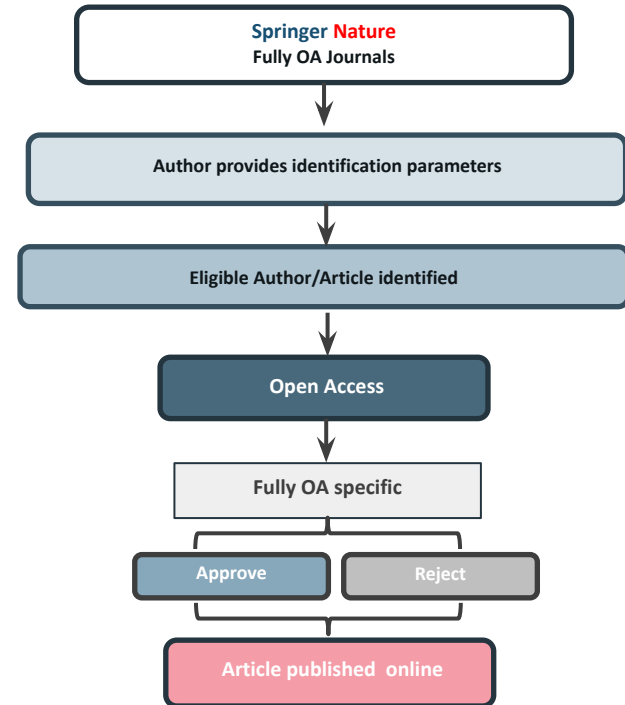
Once an article has been editorially accepted, authors will be able to identify themselves as being affiliated with a relevant institution

Once an author's eligibility is confirmed by the institution, the article is published open access with the cost discounted the amount covered by the agreement

In case of rejection, the author can publish open access but will have to pay the full APC themselves

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

Selected Institution 	Institutional Email 	Location 
Please input your institutional affiliation when prompted.	Please use your institutional email address.	Please complete the form while within your institution's network.

A hierarchy is applied to the identification parameters in the order above

Author/article identification

An author identifies themselves by using the following identification parameters:

For example:

1. Selected institution: University of Lisbon
2. Email domain recognition: University of Vienna
3. IP recognition: Cairo University

→ 'Selected institution' is the strongest parameter.
The author is identified as being affiliated with the University of Lisbon

Author identified by

Selected institution	✓	University of Vienna
Author email	✗	
IP address	✗	

Author identified by

Selected institution	✓	Medical University of Vienna
Author email	✓	Medical University of Vienna
IP address	✓	Medical University of Vienna



Author journey after
editorial acceptance

2

Email invite to complete process

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

SPRINGER NATURE

Dear Dr. Charles Darwin

Congratulations on the acceptance of your article: The zoology of the voyage of H.M.S. Beagle.

Before we can proceed with the publication of your article in Journal of Research, we first need you to complete the appropriate publishing agreement.

<https://foo.bar>

With 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

SPRINGER NATURE

Next steps for publishing your article

Select country

Dear Dr. AuthorName AuthorSurname,

Select your country to proceed with the next steps for publishing your article.

Country:

Iran, Islamic Repub

▼

Confirm

Your article

Article title
Using JPI to generate manuscripts
online 997073367

DOI
10.1186/s41387-020-997073367-8

Article type
Article

Journal name
Nutrition & Diabetes

Open access information page

Authors are given basic information about publishing their article open access, including the Article Processing Charge (APC)

Any token codes provided by Springer Nature can be inputted at this stage

Authors can identify themselves as being covered by agreements later in the process

The screenshot displays the 'Publishing and rights' section of a Springer Nature submission page. The header includes the Springer Nature logo and a user profile 'Jane Doe'. The main heading is 'Publishing and rights'. Below this, the 'Open access' section explains that publishing open access (gold OA) allows sharing and re-use of the article. It states that the article processing charge (APC) for open access is £3780.10 / \$4080.50 / €4120.90 (excluding local taxes). There is a section for a 'Token code (optional)' with a text input field and an 'Apply' button. Below this, it notes that some organizations cover the APC and that the system will check for any applicable agreements. A 'Next' button is at the bottom left. On the right, the 'Your article' section shows the corresponding author as Charles Darwin, the title as 'The zoology of the voyage of H.M.S. Beagle', the DOI as 10.1010/3452035457045, the article type as 'OriginalPaper', and the journal as 'Journal of Research'.

SPRINGER NATURE Jane Doe ▾

Publishing and rights

Open access

Publishing open access with us (gold OA) lets you share and re-use your article immediately after publication.

The article processing charge (APC) to publish your article open access is:

Article processing charge (excluding local taxes)	£3780.10 / \$4080.50 / €4120.90
---	---------------------------------

Token code (optional)
If you have an APC token, enter it here:

Apply

Some organisations will pay some or all of your APC.

We will now check whether your APC is covered by any of our agreements.

Next

Your article

Corresponding author (you)
Charles Darwin

Title
The zoology of the voyage of H.M.S. Beagle

DOI
10.1010/3452035457045

Article type
OriginalPaper

Journal
Journal of Research

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

Institution or university

During manuscript submission you told us you're affiliated with the following institution:


University of Edinburgh
Edinburgh – United Kingdom

Is this still correct?

☐ Yes, University of Edinburgh is the institution I'm affiliated with

☐ No, I've changed institution

Next

Need help?
 [Email us](#)

Your article

Corresponding author (you)
Charles Darwin

Title
The zoology of the voyage of H.M.S. Beagle

DOI
10.1010/3452035457045

Article type
OriginalPaper

Journal
Journal of Research

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

Institution or university

Select the institution you are currently affiliated with. If you have more than one current affiliation, choose the one where you completed the research for this article.

Search for your institution or university

London

Imperial College **London**
London • United Kingdom

Queen Mary University of **London**
London • United Kingdom


Royal Holloway University of **London**
Egham • United Kingdom

University College **London** (UCL)
London • United Kingdom

Deutsches Historisches Institut **London** (8889)
London • United Kingdom

London South Bank University

Need help?

 [Email us](#)

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

Confirm your eligibility status

Thank you for confirming your institution or university. Based on your selection, you have been identified as affiliated to the institution or university below.

University of Edinburgh [Change](#)



Open access at no cost to you

You have identified yourself as affiliated with the University of Edinburgh. The agreement between your institution and Springer Nature enables you to publish your article open access at no cost to you.

On www.springernature.com/oaforinstitutions you will find specific information on the agreement.

[Next](#)

► No, I want to publish my article without open access

Need help?

[✉ Email us](#)

Your article

Corresponding author (you)
Charles Darwin

Title
The zoology of the voyage of H.M.S. Beagle

DOI
10.1010/3452035457045


Article type
OriginalPaper


Journal
Journal of Research

Publishing and rights

Check your answers

Institution or University: University of Edinburgh [Change](#)

 We have an agreement with this institution to pay some, or all, of your APC.

 You have selected this journal partner to pay some, or all, of your APC if an institution cannot pay.

Lorem ipsum dolor sit amet, consectetur adipiscing elit.
Suspendisse egetas tortor quis erat feugiat dictum. Nulla
fringilla aliquet dictum. Curabitur hendrerit eu lacus sed variu.

[Show more](#)

Your article

Title
The zoology of the voyage of H.M.S. Beagle

Article type
Original Paper

Journal
Journal of Research

- We'll contact organisations you selected and confirm if they'll pay some, or all, of the APC
- We'll email you once we know (normally within 5 days)
- Then you can continue with publishing your article

Submit for approval

Need help? [Contact us.](#)

 We do not have an agreement with this institution to pay your APC.

OA pre-publishing declaration

Before generating the publishing agreement, the author is asked to confirm if they are an employee of the US or UK governments so that the system provides the appropriate agreement

Next steps for publishing your article

Agree to publish

Dear Dr. Xiang Hu

Before we can continue with the publication of your article, we need you, the corresponding author, to provide us with permission to publish.

In order to generate the correct publishing agreement for you to sign, please make your selection from the options below.

Are you, as the corresponding author:

- ☐ An employee of the United States Government
- ☐ An employee of the Government of the United Kingdom of Great Britain and Northern Ireland, Canada or Australia
- ☐ Neither of the above

[Generate publishing agreement](#)

Need help? [Contact us](#).

Your article

Article title

A General Self-Sacrifice Template Strategy to 3D Heteroatom-Doped Macroporous Carbon for High-Performance Potassium-Ion Hybrid Capacitors

DOI

10.1007/s40820-021-00663-7

Article type

OriginalPaper

Journal Name

Nano-Micro Letters

For OA articles, the author needs to agree to the publishing agreement or LTP

Dear Dr. AuthorName AuthorSurname,

Please read the publishing agreement below and accept the terms at the end of the document.

The order of authors in this publishing agreement is not reflective of the order of authors which will appear in your published article. Once you have completed this process, our Production team will send you the article proofs, including the correct list of authors.

Your article

Article title
Using JPI to generate manuscripts
online 997073367

DOI
10.1186/s41387-020-997073367-8

Article type
Article

Journal name
Nutrition & Diabetes

[illegible]

☒ By ticking this box you are agreeing to the content in this publishing agreement, and are legally bound to it.

I agree and submit

You will receive a copy of this document by email after you agree and submit.

Change Employer

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

Next steps for publishing your article

Permission to publish complete

Dear Dr. Xiang Hu,

Thank you for providing Springer Nature with permission to publish your article by agreeing to the terms of publication, including how your manuscript can be used by others.

A copy of your publishing agreement will be emailed to you and you can also download a copy below.

[Download agreed publishing agreement](#)

Need help? [Contact us](#).

Your article

Article title

A General Self-Sacrifice Template Strategy to 3D Heteroatom-Doped Macroporous Carbon for High-Performance Potassium-Ion Hybrid Capacitors

DOI

10.1007/s40820-021-00663-7

Article type

OriginalPaper

Journal Name

Nano-Micro Letters

Publication

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



Original Article | [Open Access](#) | Published: 12 October 2020

Effect of antenna snow intrusion on vertical GPS position time series in Antarctica

[A. Koulali](#) & [P. J. Clarke](#)

Journal of Geodesy **94**, Article number: 101 (2020) | [Cite this article](#)

206 Accesses | **17** Altmetric | [Metrics](#)

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Article Approval Service and Reporting

Article Approval Service - Overview

- After the author submits for approval, the article is sent to the Article Approval Service (AAS) for **verification** by the **approval manager**
- Allows approval managers from institutions to have access to all articles pending verification
- Approval Managers can **approve** or **reject** articles and **view details** of each manuscript
- We ask that approval managers try to make a decision on articles within **3 days**, if more time is needed please get in touch with oa.verification@springernature.com

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:

oa-approval.springernature.com

SPRINGER NATURE

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

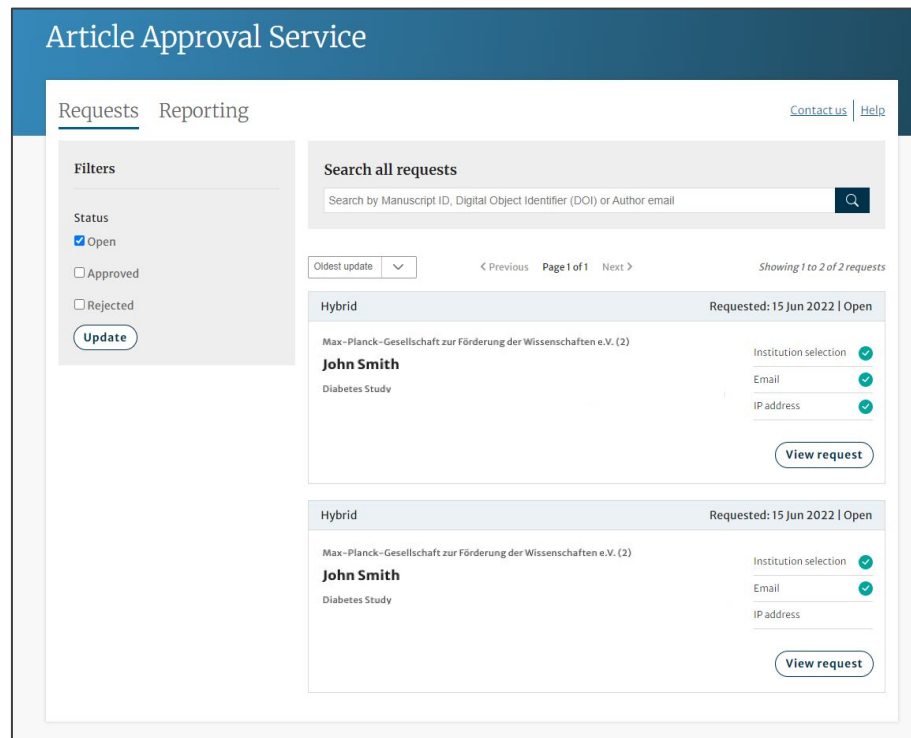
If you have any questions, please do not hesitate to contact us at
oa.verification@springernature.com

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

Article Approval Service

[Requests](#)
[Reporting](#)
[Contact us](#)
[Help](#)

[Back to articles](#)

University of the Magdalena

Hybrid

Progress

✓ Requested 2022-11-16

○ Decision pending...

^ CONFIRM AFFILIATION

I confirm author is affiliated with University of the Magdalena

Approve article

^ REJECT OR FORWARD

Corresponding Author

Name

Institution Universidad del Magdalena

Department

Email

ORCID

Author identified by

Selected institution ✓ University of the Magdalena

Author email ✓ University of the Magdalena

IP address ✓ University of the Magdalena

Article metadata I

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

If the author is identified by select institution and email domain or IP range then the discount will be approved automatically

University of Manchester

Progress

- Requested 2022-10-28
- Decision pending...

CONFIRM AFFILIATION

I confirm author is affiliated with University of Manchester

Approve article

REJECT OR FORWARD

Corresponding Author

Name

Institution The University of Manchester

Department

Author identified by

Selected institution	✓	University of Manchester
Author email	✓	University of Manchester
IP address	✗	

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)

Author identified by

Selected institution	✓ Technische Universität Darmstadt (3139)
Author email	✓ Technische Universität Darmstadt (3139)
IP address	✗

Further institutions (1)

Institution	Central South University
Department	School of Materials Science and Engineering Lushan South Road 932 Changsha 410083 China

Contributing Authors (7)

Chen Shen

Technical University Darmstadt
School of Materials Science
Otto-Berndt-Straße 3 Darmstadt 64287 Germany

Ilias Samathrakakis

Technical University Darmstadt
School of Materials Science
Otto-Berndt-Straße 3 Darmstadt 64287 Germany

Harish K. Singh

Technical University Darmstadt
School of Materials Science
Otto-Berndt-Straße 3 Darmstadt 64287 Germany

Article metadata III

Information about the article is also available

This includes details on the Article Processing Charge (APC) and the discount applied to it under the agreement

Article	
Licence type	CC BY
Article title	A deep learning model
Submission Date	2022-11-27
Article type	OriginalPaper
Manuscript ID	
DOI	
APC	US\$2890.00
	Supporter Discount
	Total article-processing charge : US\$2890.00
	Supporter discount : US\$433.50
	To be paid by author : US\$2456.50
Journal	Insights into Imaging
Publishing Model	FullyOpenAccess

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

The system will send out up to **3 automatic reminders** to action articles on the days after an article enters the dashboard

Subsequent reminders will be sent by our customer service teams

Articles cannot be published until a decision is made on the AAS so we ask for a timely decision to ensure author's articles are not being held up

The screenshot displays a web interface for article approval. It features two main sections: 'CONFIRM AFFILIATION' and 'REJECT OR FORWARD'. The 'CONFIRM AFFILIATION' section includes a confirmation message and a button to 'Approve article'. The 'REJECT OR FORWARD' section is currently collapsed. Below these sections is a form for the 'Corresponding Author' with fields for 'Institution' and 'Department'.

CONFIRM AFFILIATION

I confirm author is affiliated with
Technische Universität Darmstadt

Approve article

REJECT OR FORWARD

Corresponding Author

Institution Technical University Darmstadt

Department

Automated and Manual approval

Articles which have been identified by preset parameters are able to be automatically approved, for example:

Institution selection AND email domain
 Institution selection OR email domain
 Institution selection AND email domain
 AND IP range

Any articles which are identified not matching the above will need to have a decision made manually by the Approval Manager, who can reject or approve directly on the dashboard

Additionally, articles from non-standard journals will need a manual decision

^ CONFIRM AFFILIATION

I confirm author is affiliated with
 Technische Universität Darmstadt

Approve article

v REJECT OR FORWARD

Corresponding Author

Institution
 Technische Universität Darmstadt

Department

Author identified by

Selected institution

✓ University College London (UCL)

Author email

✓ University College London (UCL)

IP address

✓ University College London (UCL)

Article Approval Service – Rejection Reasons and comments

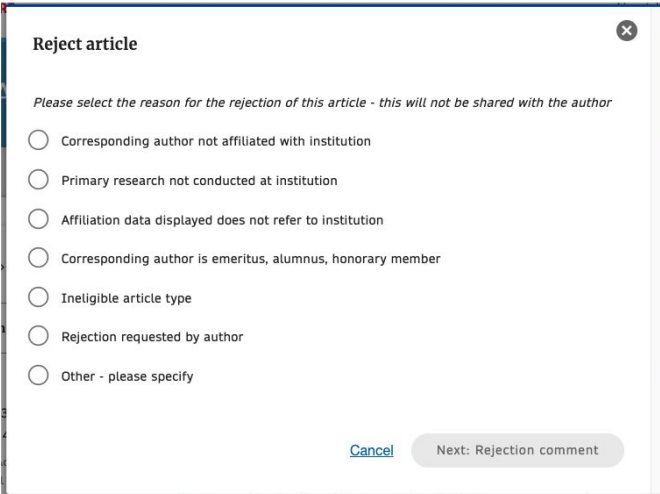
When rejecting an article, a dialog window will open asking for a reason for rejection

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

If the article is rejected, the author will have to publish open access using other funds

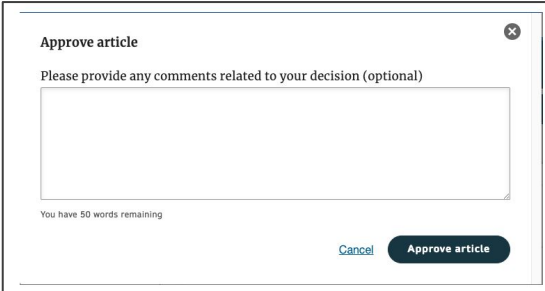


Reject article

Please select the reason for the rejection of this article - this will not be shared with the author

- ☐ Corresponding author not affiliated with institution
- ☐ Primary research not conducted at institution
- ☐ Affiliation data displayed does not refer to institution
- ☐ Corresponding author is emeritus, alumnus, honorary member
- ☐ Ineligible article type
- ☐ Rejection requested by author
- ☐ Other - please specify

[Cancel](#) [Next: Rejection comment](#)



Approve article

Please provide any comments related to your decision (optional)

You have 50 words remaining

[Cancel](#) [Approve article](#)

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

Article Approval Service

[Requests](#) | [Reporting](#)

[Contact us](#) | [Help](#)

[Article status report](#) | [Account balance report](#)

Article status report

Select the criteria for your report.

1. Status

☐ Open
☐ Approved
☒ Rejected

2. Date range

From:
10/17/2022

To:
11/17/2022



THANK YOU

oa.verification@springernature.com