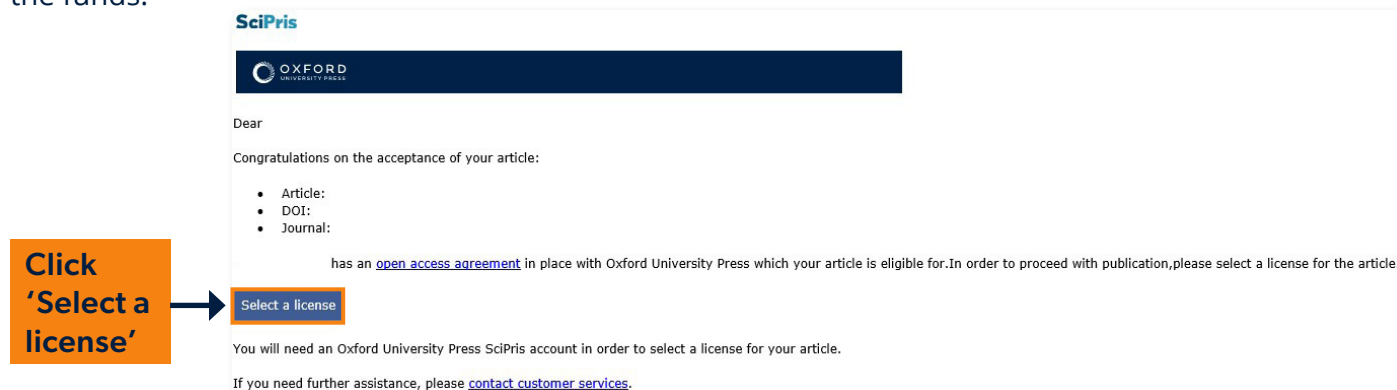


Read & Publish

Author Agreement Guide

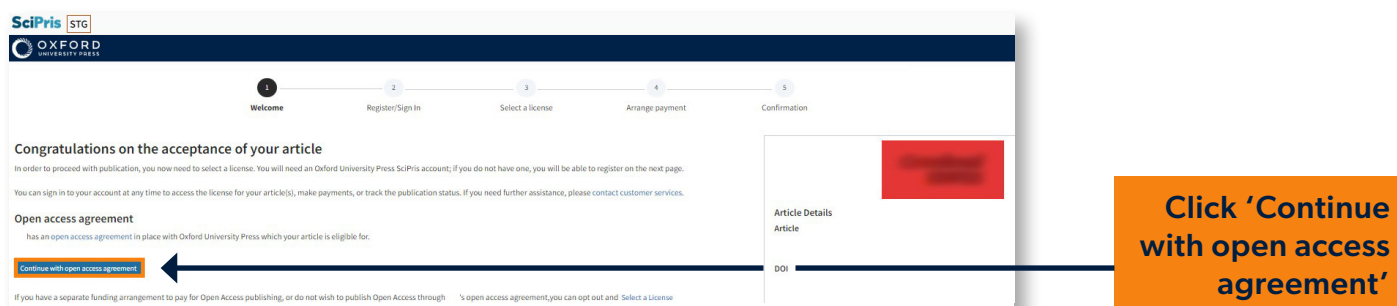
1. Once your article has been peer-reviewed and accepted for publication, you will receive an email which contains a link to the Online Licensing and Payments System, SciPris.

SciPris will check your institutional affiliation and article type to determine if you are eligible to use the funds.



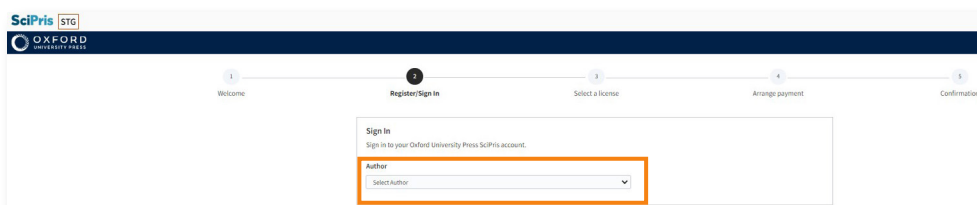
Click 'Select a license'

2. Proceed to request use of the Read and Publish Agreement funds.



Click 'Continue with open access agreement'

3. Sign in and create an account if you don't have one. (This is not the same system you used to submit your article to the journal.)



4. The license options are displayed. You won't see any prices because you aren't required to make a payment.

The screenshot shows the 'Select a license' step (step 3) of the SciPris STG workflow. The progress bar at the top indicates the current step. The main content area lists several license options with radio buttons: 'Open Access CC BY License', 'Open Access CC BY-NC License', 'Work made for hire/work done in the course of employment', 'I want to opt out of using the available open access agreement', and 'I am unable to accept any of the licenses'. To the right, there is a sidebar with 'Article Details' including 'Article', 'DOI', and 'Manuscript category'. Below the license options, there are two checkboxes with text: 'I confirm I have read and agree to the terms and conditions of this license...' and 'I acknowledge that I am requesting to use my institution's agreement to cover this charge...'. At the bottom right, there is a blue button labeled 'I accept'.

Select a license and click 'I accept'

5. Send the request for review.

The screenshot shows the 'Arrange payment' step (step 4) of the SciPris STG workflow. The progress bar at the top indicates the current step. The main content area has the heading 'Arrange Payment' and a paragraph: 'Please confirm you would like to request payment through the open access agreement. If you would like to pay by another method, please contact customer service.' Below this text is a blue button labeled 'Submit request'. To the right, there is a sidebar with 'Article Details' including 'Article' and 'DOI'.

6. View your dashboard or sign out.

The screenshot shows the 'Confirmation' step (step 5) of the SciPris STG workflow. The progress bar at the top indicates the current step. The main content area has the heading 'Your request for payment has been sent' and a paragraph: 'An email has been sent to [redacted] to request payment of the charge through their open access agreement. Your will receive an email when your [redacted] has accepted or declined this request. Go to your SciPris account dashboard'. Below this text is a blue button labeled 'Sign out'. To the right, there is a sidebar with 'Article Details' including 'Article' and 'DOI'.

Don't forget to sign out

academic.oup.com/journals/pages/librarians/read-publish-agreements

For questions about Read and Publish, please email openaccess@oup.com.

