

Rockefeller University Press

Read and Publish Workflow

Identifying the author's affiliation

- The corresponding author's affiliation is identified through the affiliation of the author at the time of the article's submission. The name of their institution is matched to the ROR ID database.
- Upon submitting their article, the author will be asked to validate their institution
- An author must have a ROR ID associated with their article to proceed with publication

Connecting the author to their funding through Read & Publish

- The ROR ID's of eligible institutions in your Read & Publish agreement are loaded into our billing system before the start date of the agreement
- Once an author has an associated ROR ID with their article, our system will see if that ROR ID belongs to a currently active Read & Publish agreement, checking against the term dates that have been loaded into our system
- In addition to our system checks, we audit any approved articles for eligibility into a Read & Publish agreement, ensuring that all eligible articles are published gold Open Access

Communicating to our author

- If invited to submit a final revision, the author receives a request to sign our license once the revision is received. After following the link to the license splash screen they see the message:
 - *Your article will be published immediately open access under a CC-BY license and all publication fees are waived as the primary corresponding author is from an institution that has elected to participate in an unlimited "read-and-publish" transitional agreement with Rockefeller University Press.*
Continue to License to Publish form
- Regardless of eligibility into a Read & Publish agreement, the author always retains copyright ownership or has the ability to set the copyright owner as their institution when required.
- The author signs the license for Open Access
- The author is sent a \$0 invoice after their article is published

Communicating to our partners

- Each agreement can have a deal admin set up in our system to monitor accepted articles
- Once we have approved an article to be published Open Access, the deal admin is cc'd to the email including the \$0 invoice to the author
- This provides an opportunity for our partner to audit the eligibility of the article prior to its publication

Publication of eligible articles

- Once published, the article will reflect the funding on its landing page with a note indicating that the open access publication of the article was funded by your institution
- We supply article metadata to:
 - PubMed
 - PubMed Central
 - Europe PMC
 - Web of Science
 - Crossref
 - ORCID

Post-publication

- Throughout the term, we will send reports on an agreed upon timeline to our partner, including:
 - Bibliographic metadata (Journal title, journal abbreviation, journal ISSN, volume, issue, pages, article title, authors' names) and DOI
 - Name of eligible author
 - Institution of eligible author
 - Publication date of eligible article
- At the end of the annual term, we will supply a report covering the full calendar year of publishing data to our partner