

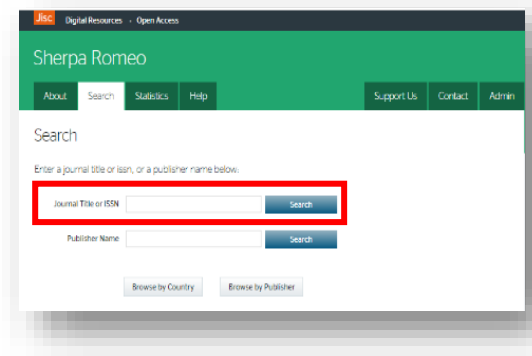
How to use Sherpa Romeo to check Journals' Open Access requirements

URL: <https://v2.sherpa.ac.uk/romeo/>

Before uploading the **Accepted Author Manuscript** to PURE, check with Sherpa Romeo what the journal's open access policy is. The journal's policy should be applied to the output to ensure it complies with REF Open Access.

The quickest way to search for a journal's open access policy is to copy and paste either the journal title or the ISSN into the search box.

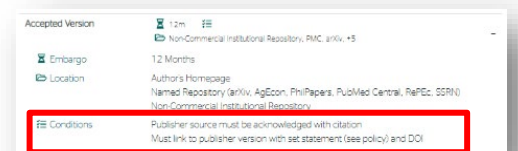
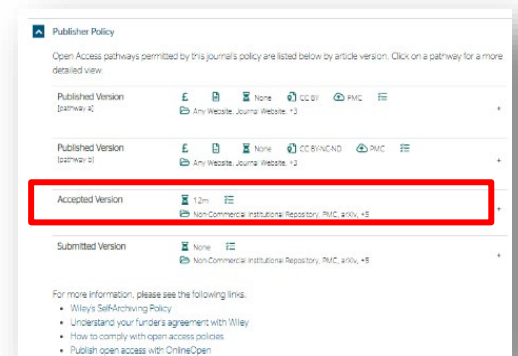
Two examples have been used to illustrate how Sherpa Romeo displays journals' policies.



Example 1

Journal: **Advanced Engineering Materials**, ISSN 1438-1656

- Sherpa Romeo displays journals' policies by article version. Look for the pathway for an **Accepted version** in an **Institutional Repository**
- As there is only one pathway for the accepted version for this journal, expand the requirements by clicking on the + symbol next to the pathway
- Apply the embargo period (12 months) to the accepted manuscript
- Check the 'Conditions' and apply to output.



Embargoes

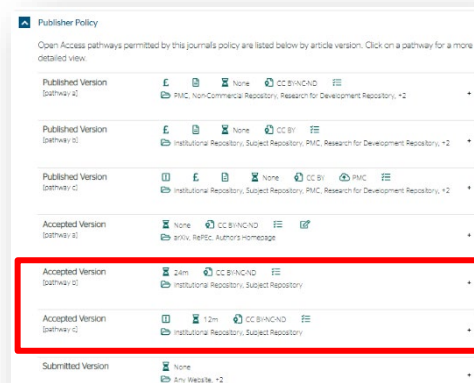
- Embargoes should always start from the first published date; if the article has not yet been published, use the accepted date. Once the article has been published, the embargo should be amended to start from the first published date (contact your School's PURE Editor or PURE Support for assistance)
- If no embargo is required, and the publication date is not yet available, apply a one-month embargo. This should be extended on a monthly basis until the article is published. The embargo

should be lifted immediately on the publication of the article and no later than one month of the first published date. Contact your School's PURE Editor or PURE Support for assistance

Example 2

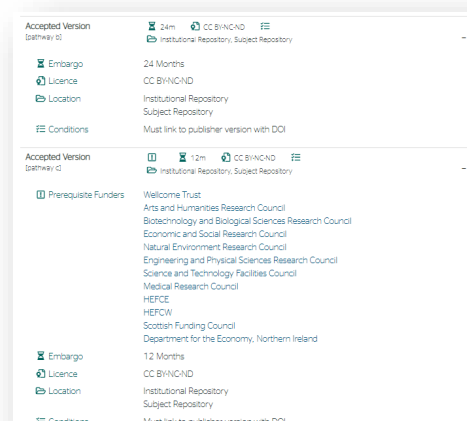
Journal: AEÜ - International Journal of Electronics and Communications, ISSN 1434-8411

- Some journals have more than one pathway for each version, as in this example
- Again, look for the **Accepted Version** in an **Institutional Repository**
- If there is more than one option, expand the requirements for each possible option
- In this example, pathways B and C are possibilities.



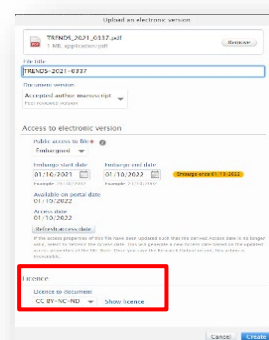
Choosing the correct pathway:

- Pathway C lists 'Prerequisite funders'. If the article was funded by one of the funders listed, use this pathway
- If a Prerequisite Funder does not apply, use pathway B
- If you are a PURE Editor and you are not sure, first check the 'Acknowledgements section' online as the information you require may be there. If so, copy and paste this information into the 'Bibliographical note' field. If there is no funder information, check with the depositor and upload their reply to 'Other files'
- Check the 'Conditions' and apply to output.



Creative Commons Licence

- If a creative commons licence is shown for the **Accepted version**, add the licence to the 'Upload an electronic version' screen, when uploading the accepted manuscript



PURE Support can be contacted at pure-support@ulster.ac.uk