

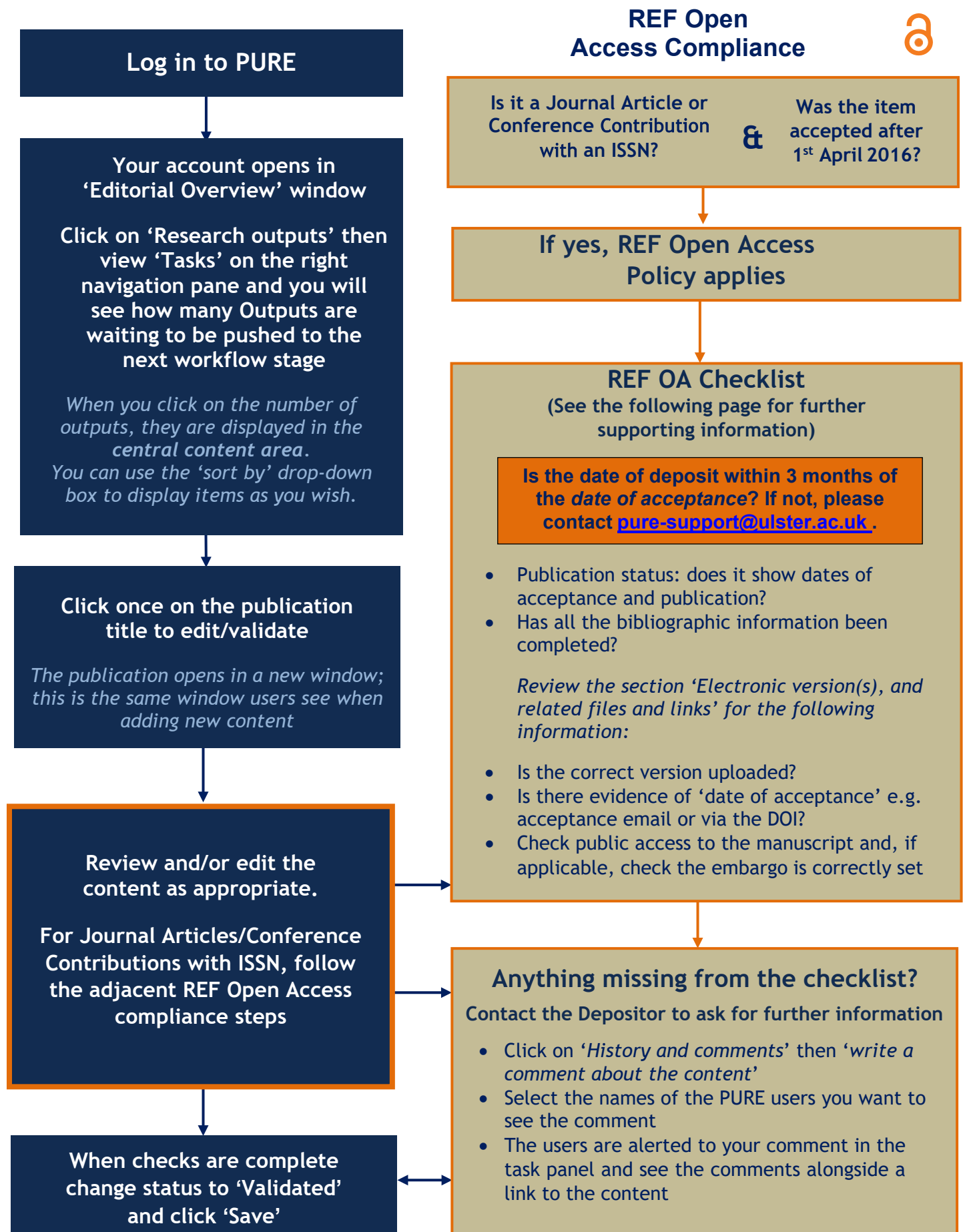
Ulster University PURE Guide Series

A step-by-step guide for PURE Editors

with REF Open Access
compliance guidelines

A step-by-step guide for PURE Editors

In this example you will edit a Journal Article, however, the process can also be applied to other types of content.



Further Information for REF Open Access Compliance

What must authors do?

To be REF compliant an author must deposit the accepted version of their publication in PURE within the specified time periods (see below) adhering to any embargo imposed by your publisher. They are expected to deposit at the point of acceptance to minimise the risk of missing the deposit deadline which could jeopardise their REF submission.

Timing of OA deposits

1 April 2016 - 1 April 2018

To take account of the need for systems to be developed to support deposit-on-acceptance, during the first two years of the REF2021 OA policy (1 April 2016 - 1 April 2018), outputs were permitted to be deposited up to three months after the date of first publication (usually date of first publication is the online publication date).

1 April 2018 onwards

From 1 April 2018 the policy requires outputs to be deposited as soon after the point of acceptance as possible, and no later than three months after the acceptance date (as given in the acceptance letter or email from the publisher to the author).

What is the Date of Acceptance?

The date of acceptance is the point at which the author is notified that:

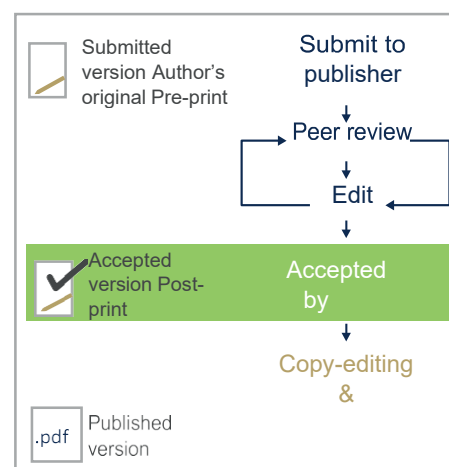
- the output has been reviewed by the journal or conference (normally via peer review).
- all academically necessary changes have been made in response to that review.
- the article is ready to be taken through the final steps toward publication (normally copy-editing and typesetting).

What is an 'Accepted Version'?

'The accepted manuscript is the manuscript of an article that has been accepted for publication and which typically includes author-incorporated changes suggested during submission, peer review and editor-author communications. They do not include other publisher value-added contributions such as copy-editing, formatting, technical enhancements and (if relevant) pagination.'

(Elsevier, 2017)

Check Sherpa Romeo to see which version should be uploaded
<https://v2.sherpa.ac.uk/romeo/>



Embargo

This is the time delay before an article uploaded to PURE can become publicly visible. Embargo periods should typically not exceed 12 months for REF Main Panels A & B and 24 months for REF Main Panels C & D.

You can find out the embargo period for your journal by using the Sherpa Romeo tool - <https://v2.sherpa.ac.uk/romeo/>

Embargo periods start at the date of **first publication** not acceptance.

This guide has been produced by the Research Performance team (Research & Impact). It is a living document which will be reviewed and finalized as we receive feedback.

If you have any comments please contact the PURE Team at pure-support@ulster.ac.uk