

Logistics of Open Scholarship

Trinity, June 11th 2023 – 14:30-16:00



This session will be recorded



Slides and handouts will be distributed after the session

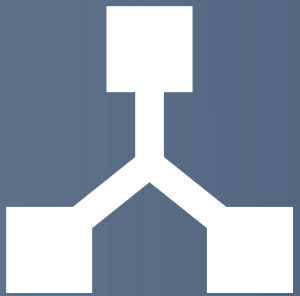
Sarah Humphreys
Open Scholarship Librarian (She/her)

Learning outcomes

- Understand what you can do to 'make your research open'
- Before publication
 - Tools to use:
 - Register/Affiliate your ORCID
 - Register for the Open Science Framework
 - Understand about repositories and the Oxford University Research Archive (ORA)
 - Know how to deposit your data or manuscripts into ORA
- Learn about rights retention
- Know the options for paying for OA at Oxford University
- Know what you need to do if funded or submitting to the REF

Practice open before publication

There are many ways you can practice open research before the research is published



Workflows
& Protocols

Models,
standards &
schemas



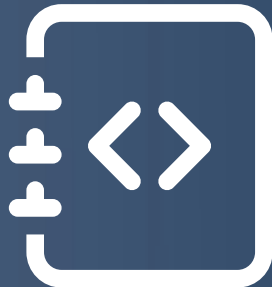
Open notebooks



Software



Data



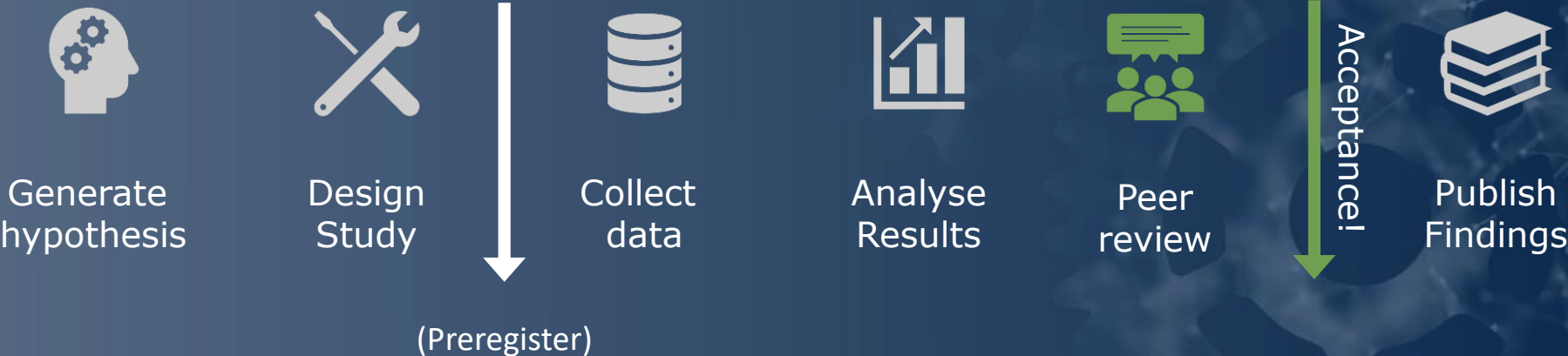
Code



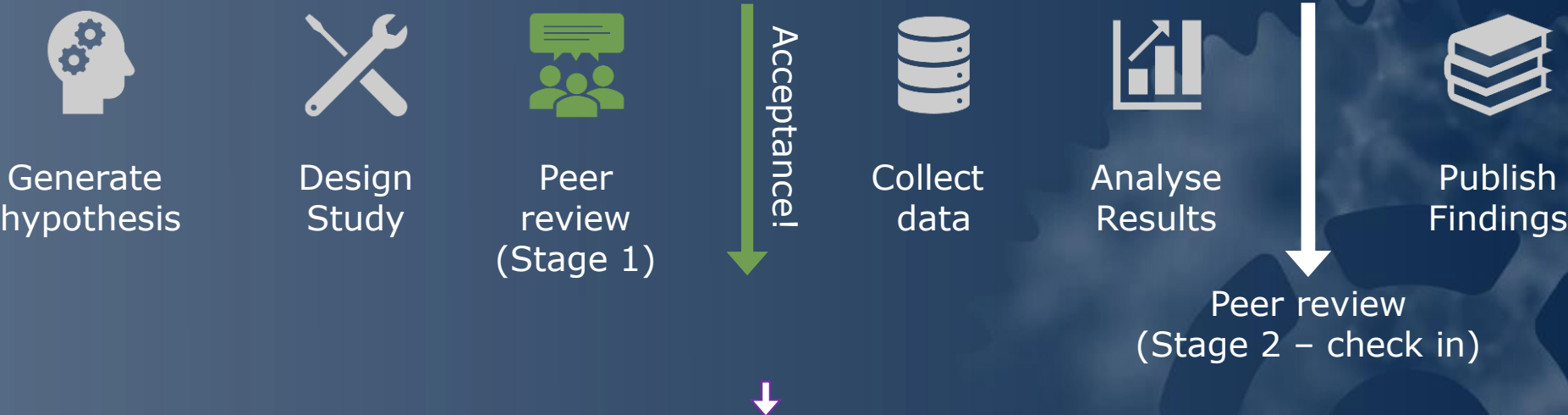
Innovation

Registered reports

Typical study



Registered Reports



Open Scholarship Tools



ORCID – What is it?



Sarah Humphreys

ORCID ID
<https://orcid.org/0000-0002-4803-3659>

[Print view?](#)

Employment (1) Sort

University of Oxford: Oxford, Oxfordshire
| (Bodleian Social Science Library)
Employment

Source: ORCID Integration at the University of Oxford ☒ Preferred source

Record last modified Oct 20, 2018 10:03:45 AM

ORCID (**O**pen **R**esearcher and **C**ontributor **I**Dentifier) is a persistent digital identifier that you own and control, and that distinguishes you from every other researcher.

orcid.org

orcid.web.ox.ac.uk/home

You can connect your iD with your professional information — affiliations, grants, publications, peer review, and more. You can use your iD to share your information with other systems, ensuring you get recognition for all your contributions, saving you time and hassle, and reducing the risk of errors.

ORCID – Registering 1

- Go to: orcid.org/register
- Suggestions:
 - Provide your full name – ORCID will see if you have an account you have forgotten about!
 - Use your preferred Oxford email address for your primary email
 - Provide a non-Oxford additional email address
- Press Next (Remember your password!)
- Press Next (Agree to the T&C's)

The screenshot shows the first step of the ORCID registration process, titled "Create your ORCID iD" and "This is step 1 of 3". The progress bar at the top indicates Step 1 (Personal data) is active, while Step 2 (Security and notifications) and Step 3 (Visibility and terms) are inactive. The form includes fields for "First name" (filled with "Neil"), "Last name (Optional)" (filled with "jefferies"), "Primary email" (with a red border and error message "An email is required"), and "Confirm primary email" (with a red border and error message "Please confirm your email"). There is also an "Additional email (Optional)" field. A "+ Add another email" link is present. At the bottom are "GO BACK" and "NEXT" buttons.

The screenshot shows the second step of the ORCID registration process, titled "Create your ORCID iD" and "This is step 2 of 3". The progress bar at the top indicates Step 2 (Security and notifications) is active, while Step 1 (Personal data) and Step 3 (Visibility and terms) are inactive. The form includes a "Password" field (with a strength indicator showing 8 or more characters, 1 letter or symbol, and 1 number), a "Confirm password" field, and a "Notification settings" section. The notification settings section explains that ORCID sends email notifications about account, security, and privacy, and offers an option to receive quarterly emails about new features and tips. At the bottom are "GO BACK" and "NEXT" buttons.

ORCID – Registering 2

Log in to your Oxford email (the primary email address you gave to ORCID)



You should see an email from ORCID (wait a short while for it to appear)



Open the email, it should contain a validation link - Click on the link



You should be taken to an ORCID page that confirms your email. This ensures that ORCID can contact you, for example, to reset a forgotten password


ORCID – Validating at Oxford 1

register.it.ox.ac.uk/self/index

It should say “**You do not yet have an ORCID iD associated with your Oxford account, but can link one now.**”

Ensure the “**Update my ORCID record...**” box is ticked

Press the “**Log in to ORCID**” button



You do not yet have an ORCID iD associated with your Oxford account, but can link one now. *Why would I want to do this?*

By submitting the form below you'll be redirected to the ORCID site to give permission for the University to see your ORCID iD. If you don't yet have an ORCID account you'll be able to create one before you give permission.

How do I replace a manually entered Oxford affiliation with a verified one?

- ☒ **Update my ORCID record to include a University of Oxford affiliation if one doesn't already exist (employment; Bodleian Digital Library Systems and Services)**
This will require permission to update your ORCID profile (you can remove this later).

Log in to ORCID

[Self-Registration Home Page](#) [ORCID at Oxford](#)

You should now have a registered ORCID to be affiliated to The University of Oxford

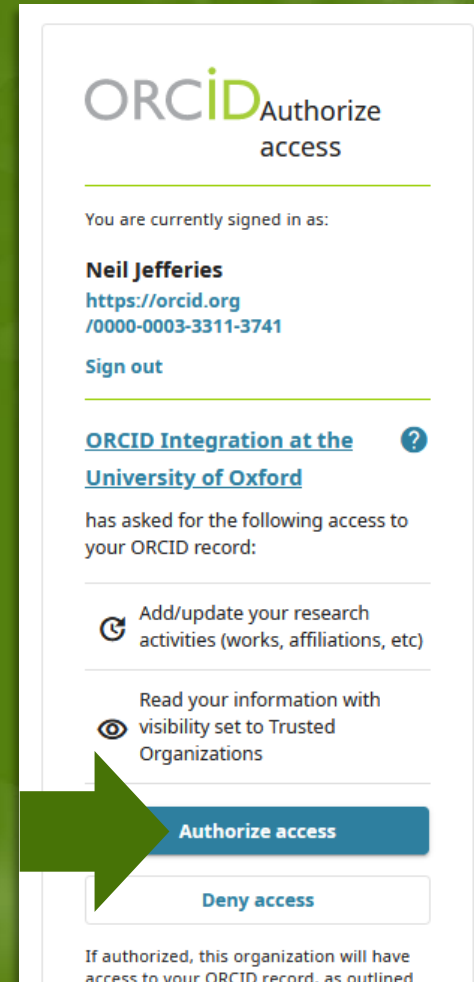
ORCID – Validating at Oxford 2

Log in to ORCID using the email address and password you set up previously

You will be asked to authorize access for the “ORCID Integration at the University of Oxford”

Press the “Authorize **access**” button

You should be returned to the Oxford page to confirm that your ORCID has been linked, and that your validated affiliation has been added to your profile.





ORCID Authorize access

You are currently signed in as:

Neil Jefferies
<https://orcid.org/0000-0003-3311-3741>
[Sign out](#)

[ORCID Integration at the University of Oxford](#) ?

has asked for the following access to your ORCID record:

-  Add/update your research activities (works, affiliations, etc)
-  Read your information with visibility set to Trusted Organizations

[Authorize access](#)

[Deny access](#)

If authorized, this organization will have access to your ORCID record, as outlined

ORCID – What now?

In Oxford

Systems that use your SSO can look up your ORCID, and fill it in automatically.

For example, this feature could be used by ORA and ORA-Data in the future.

The University can also update your ORCID record with a validated affiliation to the University.

Attend our dedicated iSkills session on PIDs (of which ORCID is one!)

Elsewhere

You can use your Oxford SSO to sign in to ORCID

If you use systems that accept ORCID logins (e.g. OSF) then your SSO works for them too

If you leave Oxford, your original ORCID password will still work

Your ORCID will exist as a sustainable record of your publications, work history and other useful information

Open Science Framework (OSF)

What is it and how to register



Open Science Framework (OSF) – What is it?

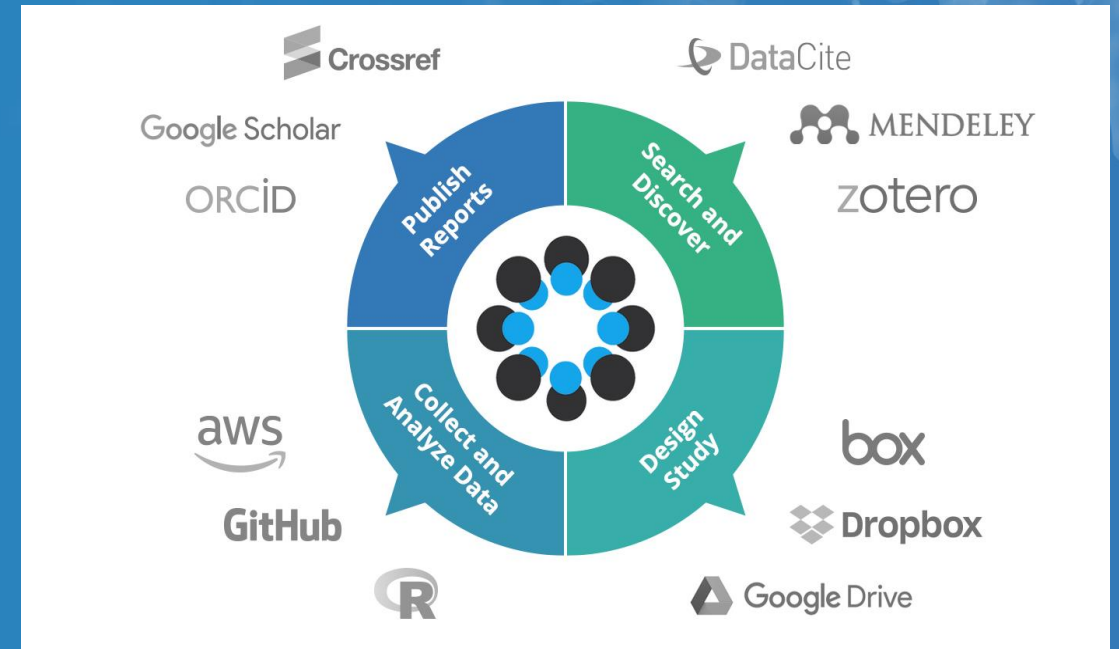
Run by the Centre for Open Science, a not for profit based in the US.

An open-source research management framework to assist Open Scholarship

It connects existing services (that you probably use already) into a research workflow

OSF provides discovery tools to help find materials and integrate them

Which services you use for your project is up to you



These are examples, there are many more integrations!

www.cos.io

osf.io

Signing up for OSF

You will need an ORCID linked from your Oxford SSO

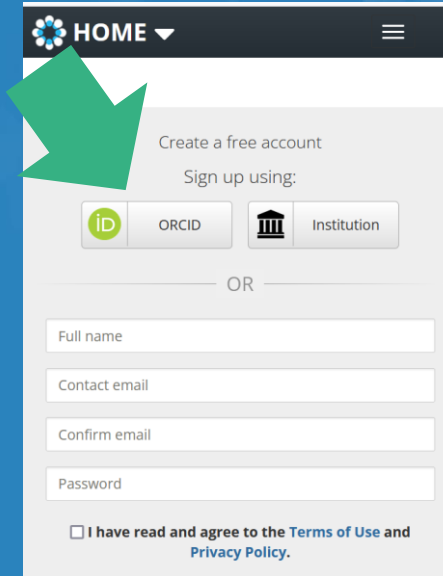
Go to <https://osf.io> and press the "Sign Up" button [top right]

Press the Institution button, then select University of Oxford (via ORCID SSO) and then press the Sign In button

You will be taken to an ORCID sign-in screen where you should select University of Oxford as your sign in method. You will be prompted for your Oxford SSO credentials if you are not already signed in.

Either way you will be taken to your OSF main page. You have set up your account.

To begin setting up a project, press the Create new project button



HOME

Create a free account

Sign up using:

☐ ID ☐ ORCID ☒ Institution

OR

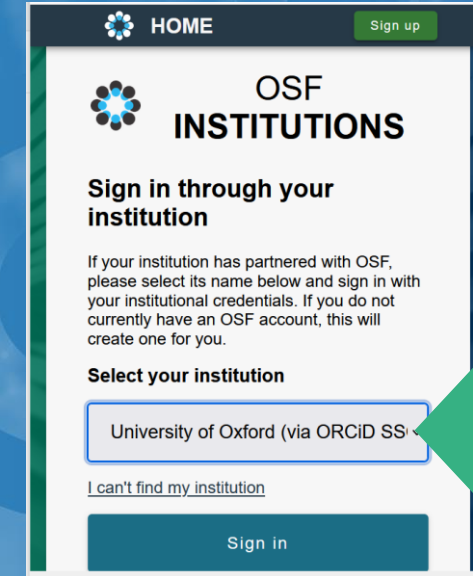
Full name

Contact email

Confirm email

Password

☐ I have read and agree to the [Terms of Use](#) and [Privacy Policy](#).



HOME

Sign up

OSF INSTITUTIONS

Sign in through your institution

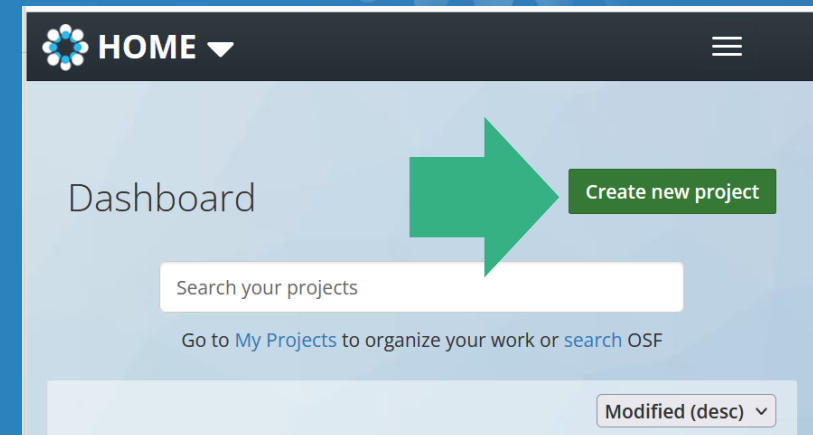
If your institution has partnered with OSF, please select its name below and sign in with your institutional credentials. If you do not currently have an OSF account, this will create one for you.

Select your institution

University of Oxford (via ORCID SSO)

[I can't find my institution](#)

Sign in



HOME

Dashboard

Create new project

Search your projects

Go to [My Projects](#) to organize your work or [search OSF](#)

Modified (desc) ▾

OSF - What now?

Now you've registered get researching using the OSF as your project planning and implementation tool!

You might want to attend our dedicated iSkills session on OSF.

OSF for beginners:

help.osf.io/article/338-starting-pathway-on-the-osf

Explore a full introduction to OSF

www.youtube.com/watch?v=X07mBq2tnMg

www.youtube.com/@CenterforOpenScience/videos

Repositories and ORA

Repositories

An open access repository is an online service which stores, preserves, disseminates and allows free access to the research publications of an institution or scholarly community

Repositories are usually freely available to access, with no login required. A repository:

Acts as a permanent and stable archive

Uses international standards

Usually has institutional or funder support and staffing

Is organised and managed

Can assign a digital object identifier (DOI) and permanent URLs

Allows the author to indicate the copyright and licensing status of their work.

What isn't a repository

Personal or departmental websites

Social media sites like:

ResearchGate

Academia.edu

Twitter/X

Facebook

This is usually because these sites do not have the appropriate preservation or metadata standards.

osc.universityofcalifornia.edu/2015/12/a-social-networking-site-is-not-an-open-access-repository

www.uksg.org/newsletter/uksg-enews-509/researchgate-must-take-down-elsevier-acs-articles

ORA

OXFORD UNIVERSITY
RESEARCH ARCHIVE

Oxford University Research Archive

The Institutional Repository for the University of Oxford

A publicly available archive that holds research outputs produced by members of the University, including journal articles, conference papers, working papers, theses, reports, book sections, posters and data.

The Open Access Collections Team manages the content within ORA, which is one of Oxford's primary tools for making material open access. ORA aims to make the full text of as many items as possible open access, allowing for the dissemination of full-text content freely, available to anyone with Internet access.

Making research open access through a repository such as ORA removes the barriers that restrict access to research.

ora.ox.ac.uk

ora@bodleian.ox.ac.uk

ORA service

Enabling citation and maintaining long-term digital preservation to University of Oxford research:

- Surfacing ORCIDs
- Adding DOIs (Digital Object Identifiers) to research data, working papers, reports, theses and more
- Continuous development of digital preservation



Disseminating University of Oxford research - making it more discoverable, sharable, and accessible to the world:

- Sharing information of Oxford research (metadata) freely without restriction in specific formats at to specific targets
- Indexing in resources such as SOLO and Google / Google Scholar



Supporting funder and institutional policy, such as the Research Excellence Framework (REF) and the University of Oxford Publication Policy:

- For students undertaking a research degree with Oxford deposit of the final thesis into ORA is mandatory.



Research data deposits at Oxford

Data services



Research Data Oxford

Provides advice about how to manage research data
Provides tools, training and services

researchdata.ox.ac.uk



DMP online

Allows researchers to create a 'data management plan' for their research data using an online tool
Provided by Digital Curation centre, but can be tailored for Oxford-specific guidance and links

dmponline.dcc.ac.uk

Depositing research data in ORA

ORA offers a service at the end of a research project to enable data to be archived, preserved, discovered and shared.

ORA

OXFORD UNIVERSITY
RESEARCH ARCHIVE



Benefits include:

- Supporting evidence
- Citation
- Digital Object Identifiers
- Review and support
- Linking
- Sharing (or not)
- Archiving
- Long-term preservation
- Discovery
- Compliance with funder mandates
- Compliance with University policy

How to deposit data in ORA

Go to the main ORA page at:
<http://ora.ox.ac.uk>

Click 'Deposit' in the first of the boxes

Select 'Deposit data' in the third of the boxes

Login with your Oxford single sign-on

Deposit your data using Symplectic Elements
(SE)

Deposit

Members of the University of Oxford can deposit a wide range of research to ORA including articles, conference papers, theses and data.

> DEPOSIT

Data

For any type of digital research data, especially data that underpins publications, or data where the funding body requires archiving and preservation.

 **DEPOSIT DATA**

> Guidance on depositing data

libguides.bodleian.ox.ac.uk/ora-data

How to deposit data in ORA using SE

SYMPLECTIC Elements

Research outputs

Claimed

- 1 journal article
- 1 book
- 1 chapter
- 1 dataset

+ ADD NEW **VIEW ALL**

Add a new research output

Select research output type

Journal article	Conference paper	Book	Chapter
Artefact	Audio/visual media	Composition	Dataset
Design	Device/Product	Edited Book	Ephemera
Exhibition	Figure	Fileset	Internet publication

If you don't have a Symplectic Elements account, please contact symplectic@admin.ox.ac.uk

From within your Symplectic Elements account, scroll down to 'Research Outputs', and then click '+ Add New' in the bottom left-hand corner

Then select 'Dataset' from the grid of different types of research output, and this takes you to a 3-step process for completing the data form and linking to funding

When completed, click 'Save' and you will have the option to 'Deposit' (i.e. upload) the dataset

ORA staff review the data, add any necessary metadata and publish. If requested, they also issue a DOI for the dataset. The team then emails the depositor to tell them their data is live.

The published data record in ORA

Once published, the deposit is available through the main ORA search interface, containing:

- Data record
- Dataset
- Unique identifier (in ORA this is a uuid)
- Digital Object Identifier (DOI)
- Links to the publication which the dataset underpins
- Number of views and downloads

This information is picked up by search engines such as Google.

The screenshot shows the ORA dataset record for 'Ephemera and the British Empire - colour illustrations'. The record includes a search icon, an 'Export' button, and a list of actions (Email, Cite, Tweet, Print). The 'Access Document' section lists six files (Fig. 6.3 to Fig. 6.8) with their respective sizes. The 'Authors/Creators' section lists Tomkins, D. and Jackson, A. with links to 'More by this author/creator'. The 'Bibliographic Details' section provides information about the publisher (University of Oxford), publication date (2015), spatial coverage (British Empire (19th - 20th Century)), DOI (10.5287/bodleian:xp68kg235), EISBN, temporal coverage (19th Century - 20th Century), and data collected (2013 - 2015).

Dataset
Ephemera and the British Empire - colour illustrations

Actions

Email Cite Tweet Print

Access Document

Files:

(Fig. 6.3) John Johnso...	(jpeg, 2.8MB)
(Fig. 6.4) John Johnso...	(jpeg, 2.7MB)
(Fig. 6.5) John Johnso...	(jpeg, 698.4KB)
(Fig. 6.6) John Johnso...	(jpeg, 1.1MB)
(Fig. 6.7) John Johnso...	(jpeg, 2.7MB)
(Fig. 6.8) John Johnso...	(jpeg, 660.4KB)

Authors/Creators

+ Tomkins, D More by this author/creator

+ Jackson, A More by this author/creator

Bibliographic Details

Publisher: University of Oxford

Publication date: 2015

Spatial coverage: British Empire (19th - 20th Century)

DOI: 10.5287/bodleian:xp68kg235

EISBN:

Temporal coverage: 19th Century - 20th Century

Data collected: 2013 - 2015

uuid:86b1ad8c-f658-44d8-8251-32eb8541c231

<https://doi.org/10.5287/bodleian:xp68kg235>

Publishing and open access at Oxford

openaccess.ox.ac.uk/about-open-access

EIG and PrePrints

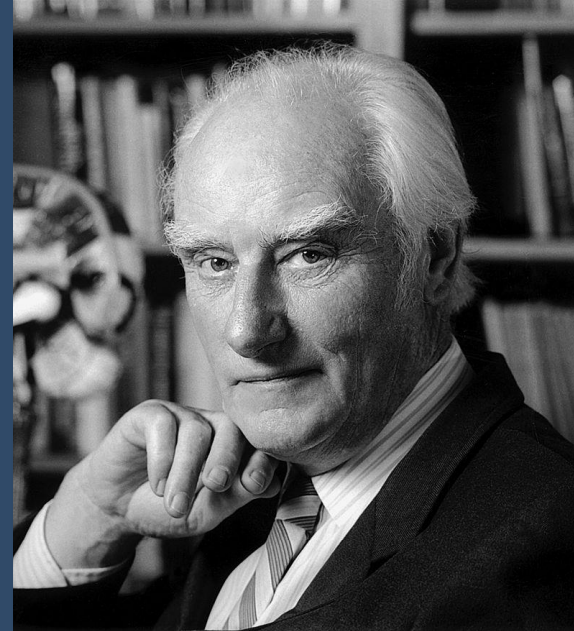


doi.org/10.1371/journal.pbio.2003995

“There is far too much careless and rapid communication already in every area of this field of study... the idea of increasing it even in this semi-public manner fills me with horror.”

Crick, 1961

‘inaccessibility, impermanence, illiteracy, uneven quality, and lack of considered judgment’... the traditional journal system had by contrast ‘encouraged thoroughness and measured judgment [and] discouraged triviality and repetitive work.’
Nature, 1966



en.wikipedia.org/wiki/Francis_Crick#/media/File:Francis_Crick_crop.jpg

‘government-subsidised shoddy merchandise’... revealed ‘a desire on the part of some scientists to avoid a discipline essential to the integrity of science.’
Science, 1966

Preprints now

A preprint is traditionally an early version of a scholarly article that is published online before being published in a journal. These days, however, a preprint may or may not end up being submitted to a journal for publication.

Preprints may not have been peer reviewed, although there are now new ways of managing preprints where this does happen.

The preprint can be the same as the version of the work submitted to a journal.

The preprint process involves uploading your work to a preprint server, where it is publicly available for comment and feedback.

Learn more: openaccess.ox.ac.uk/preprints

List of servers: osf.io/preprints | doapr.coar-repositories.org

Open Access publishing



Publishing in hybrid/subscription? Use rights retention

No funds? Check for a publisher agreement

Funded by Wellcome, UKRI, BHF or CRUK? Use block grants

Alternative funder? Check their policy and funding

Depositing your work (‘Green’ OA)

openaccess.ox.ac.uk/deposit



Symplectic Elements What is it?

What is Elements used for?

Register your research outputs

Deposit into ORA

Populate public-facing profiles e.g. dept. websites

External research assessments e.g. REF2021

Research@Oxford ('find Oxford research')

Analysis for strategy and policy

What does Elements include?

Researcher profile, research outputs,
professional activities, grants, impact

Where does the system get this data?

From users, internal, and external sources

researchsupport.admin.ox.ac.uk/reporting/symplectic

Symplectic Elements Demo

Depositing accepted research outputs

How to upload your accepted manuscript to ORA



June 2021 (duration 04:51)

<https://vimeo.com/629398017>

Rights Retention

Rights Retention – What is it?

The Rights Retention Strategy is used by researchers publishing in subscription/hybrid journals **where the gold and green routes are not available, suitable or compliant.**

The rights retention text (below) is added during the application process to apply a Creative Commons (CC BY) licence to any resulting AAM to allow **for deposit via the green route.**

Certain funders (e.g. Wellcome, UKRI, ERC) require or advise this text be included on all submitted outputs.

'This research was funded in whole, or in part, by [FUNDER][Grant number]. For the purpose of Open Access, the author has applied a CC BY public copyright licence to any Author Accepted Manuscript version arising from this submission.'

What if I'm submitting anonymously?

Remove the funder and grant information – keep the statement

What if the publisher takes the statement off?

Removal of the statement is not necessarily invalidation.

It is important to check you don't sign anything to contradict the statement

Paying for Open Access at Oxford

Required for some 'gold' and all 'hybrid' OA models

Publisher agreements

Also called transformative agreements or read & publish deals

All publisher deals are actioned on the publisher side.

Do not apply for an APC payment if you're using a journal that is part of a deal.

- ✓ Oxford corresponding author(s)
- ✓ Use Oxford University email (ox.ac.uk) on submission
- ✓ Choose the CC BY licence



APC block grant application

If you are funded by



Acknowledge the funder in your research output



The applicable output is **accepted** for publication



Check the funder's block grant status on the APC page
openaccess.ox.ac.uk/oxford-apc-application



Confirm that the application fulfils the specific funder criteria



Complete the form at: apc.bodleian.ox.ac.uk

Funder requirements and the REF

REF 2029

Research Excellence Framework

openaccess.ox.ac.uk/ref

'Next' REF guidance currently in review

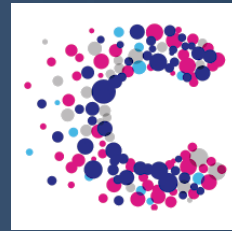
“REFable” Outputs 2021



Conference contribution

Journal article

Funders with policies on our website



Plan S is an initiative for Open Access publishing that was launched in September 2018.

The plan is supported by cOAlition S, an international consortium of research funding and performing organisations.

<https://www.coalition-s.org>



Funder requirements and briefings

Acknowledge funder

Declare data

Rights retention?

Manuscript deposit? (EPMC/ORAI)

Green embargo limit?

No payment for Hybrid?

Licence requirement (CC BY)?

openaccess.ox.ac.uk/templates



openaccess.ox.ac.uk/training

Learning outcomes

- Understand what you can do to 'make your research open'
- Before publication
 - Tools to use:
 - Register/Affiliate your ORCID
 - Register for the Open Science Framework
 - Understand about repositories and the Oxford University Research Archive (ORA)
 - Know how to deposit your data or manuscripts into ORA
- Learn about rights retention
- Know the options for paying for OA at Oxford University
- Know what you need to do if funded or submitting to the REF

Keeping up to date

Go to: openaccess.ox.ac.uk/keeping-date and sign up to a mailing list in your subject area.

Join the 'general' list to receive everything but don't join more than one list or you'll get duplicates!

6 things to do at Oxford

- 1 Sign up to a mailing list to keep up to date
- 2 Check your funder requirements/watch their policy briefing
- 3 Register/Link your ORCID
- 4 During your research use the OSF to work in the open
- 5 Include the rights retention statement on submissions
- 6 Get an Elements account and start uploading work to ORA

Any questions?

Open Access Oxford site

openaccess.ox.ac.uk

Open access team

openaccess@bodleian.ox.ac.uk

Open access contacts

openaccess.ox.ac.uk/contact-us

Symplectic Elements

symplectic@admin.ox.ac.uk

Oxford Research Archive

ora@bodleian.ox.ac.uk

OA payments team

apc@bodleian.ox.ac.uk



Slides and recording will be emailed to you