OXFORD UNIVERSITY PRESS

Read & Publish Agreement
Author Guide

For hybrid journals | [For fully OA journals click here](#)

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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' →

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

Click 'Continue with open access agreement' →

If you think you are eligible for the agreement but are not presented with this screen, please contact the customer support team via the SciPris platform.

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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.

1 Welcome — 2 Register/Sign In — **3 Select a license** — 4 Arrange payment — 5 Confirmation

Select a license
Please select an option below.

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○ Work made for hire/work done in the course of employment

○ I want to opt out of using the available open access agreement

○ I am unable to accept any of the licenses

Article Details
Article

DOI

Manuscript category
Original Articles

Article Type
research-article

Select a license and click 'I accept'

☑ I confirm I have read and agree to the terms and conditions of this license and agree my signature exchanged by digital electronic means is intended to authenticate the agreement and will have the same validity, force and effect as a manual signature.

☑ I acknowledge that I am requesting to use my institution's agreement to cover this charge and that my eligibility is based on information provided – if that information is incorrect, I may need to arrange payment via another method.

Back   I accept

5. Proceed to arrange payment for your article.

1 Welcome — 2 Register/Sign In — 3 Select a license — **4 Arrange payment** — 5 Confirmation

Arrange Payment

Details	Price (USD)
Open Access	
Subsidy	
Subtotal (Tax will be calculated once billing details are completed)	

          will pay the subsidy as stated above.

How would you like to arrange payment for the remainder of the open access charge?

○ I have the research funding to pay the remainder of the charge.

○ I do not have the research funding to pay the remainder of the charge. I would like   to pay the full fee through their agreement.

Article Details
Article

DOI

Manuscript category
Article

Article Type

The price will be shown with the subsidy which your institution will pay.

6. Select how you would like to make payment.

Subsidy		Article Details
		Article
Subtotal *(Tax will be calculated once billing details are completed)*		DOI

will pay the subsidy as stated above.

How would you like to arrange payment for the remainder of the open access charge?

● I have the research funding to pay the remainder of the charge.

Who will make the payment?

○ Third party ⓘ
○ I will pay
○ I wish to assign multiple payers

○ I do not have the research funding to pay the remainder of the charge. I would like to pay the full fee through their agreement.

If you have funding, select 'I have the research funding to pay the remainder of the charge' and make payment via your preferred method. Proceed to **step 8**.

7. If you do not have funding, select 'I do not have the research funding to pay the remainder of the charge', and select the reason why full funding is needed.

How would you like to arrange payment for the remainder of the open access charge?

○ I have the research funding to pay the remainder of the charge.

● I do not have the research funding to pay the remainder of the charge. I would like to pay the full fee through their agreement.

Please select the reason why full funding is needed?

○ The work is not funded by a research grant and I do not have other sources of funding available
○ I did not budget for publication in my grant, and my grant has no discretionary funding that can be used for open access charges
○ My grant is not sufficient to cover this fee
○ My funding agency does not allow open access charges to be paid through my grant
○ My research grant has expired
○ Other

Select the reason why funding is needed

Then click 'Send to institution for payment'

Send to institution for payment

8. View your dashboard or sign out.

SciPris STG

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1 Welcome — 2 Register/Sign In — 3 Select a license — 4 Arrange payment — 5 Confirmation

Your request for payment has been sent
An email has been sent to to request payment of the charge through their open access agreement.

Your will receive an email when your has accepted or declined this request

Go to your SciPris account dashboard

Sign out

Article Details
Article

DOI

Don't forget to sign out
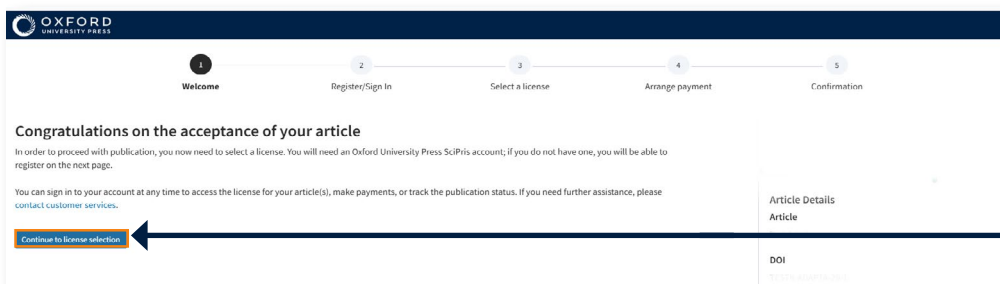
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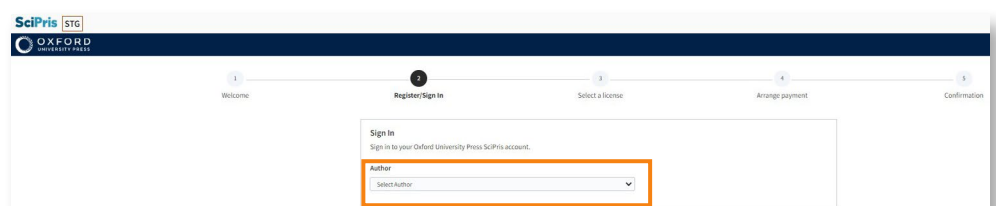
SciPris will check your institutional affiliation and article type to determine if you are eligible to use the funds.

Click 'Select a license'

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

Click 'Continue to licence selection'

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. Please note that the price and subsidy amount will be displayed when you select the relevant license.

Select a license and click 'I accept'

5. Proceed to arrange payment for your article. The price will be shown along with the subsidy which your institution will pay.

Select how you would like to make payment and proceed

6. Once you have arranged payment, view your dashboard or sign out.

Don't forget to sign out

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