



University
of Glasgow

Support for Open Access and Open Research



research-openaccess@glasgow.ac.uk



Open Research

The University of Glasgow strongly encourages the adoption of open research practices.

Open research refers to practices that share research early and wide from different stages of the research process, such as methods, protocols, data, software, educational resources, reviews, and publications.

We can provide support for sharing many traditional and non-traditional outputs including publications, datasets, code, musical composition, film and much more.

We are here to help you with all aspects of open research:

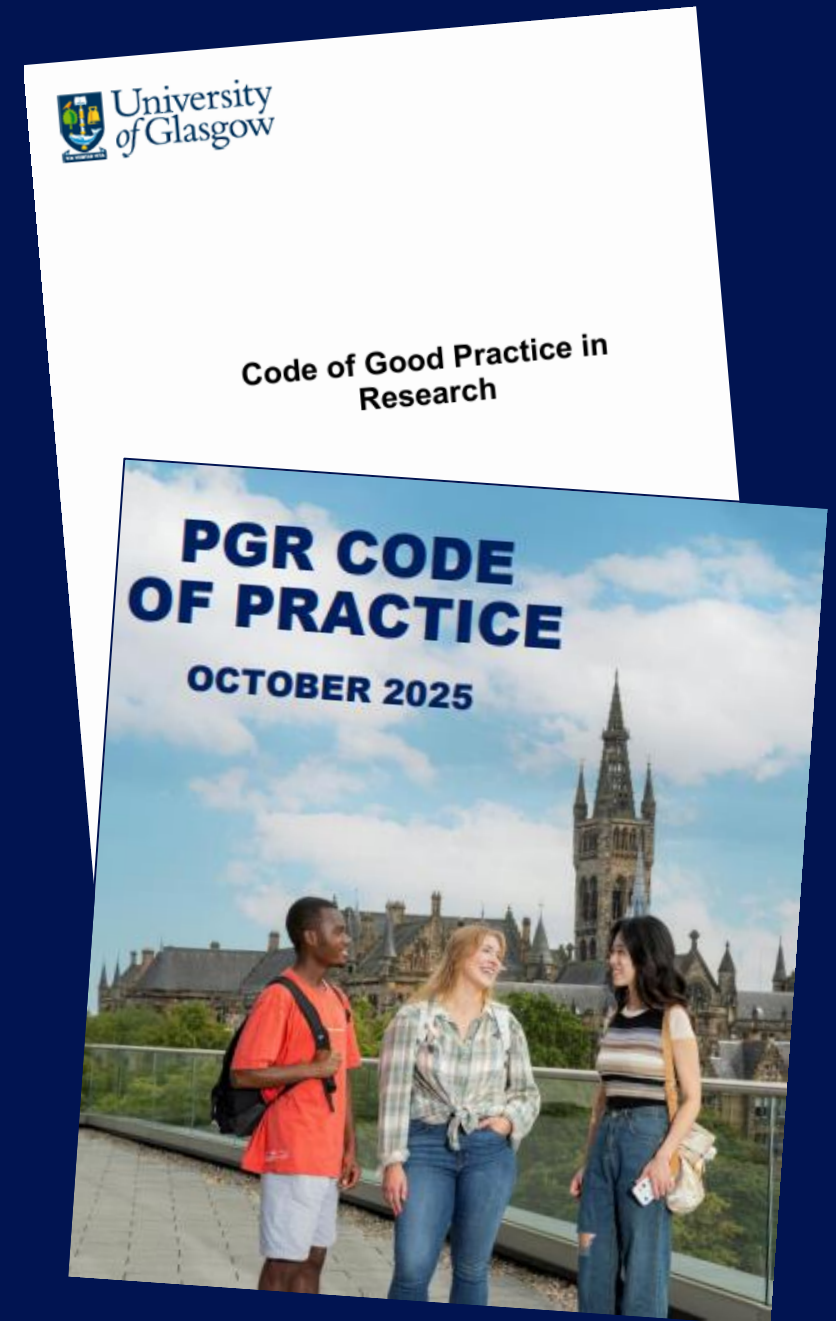
contact us at research-openaccess@glasgow.ac.uk and see our [webpage](#)

Collaboration, Accessibility, Transparency and Reproducibility

University Policies

Please use the following links to see our policies:

- Overview [research policies](#)
- [Code of Good Practice in Research](#)
- [Postgraduate Research Code of Practice](#)
- [Research Publications and Copyright Policy](#)



Key Topics

- What is open access (OA)?
- Routes to open access
- Research Excellence Framework (REF) OA requirements
- Funder OA requirements
- Publisher arrangements
- Research Publications and Copyright Policy
- Checklist for authors

What is Open Access?



Open Access is the principle that a research output should be presented in a form that allows anyone with internet access to search electronically within the text, read it and download it without charge.

The copyright holder of an output can make it open access by applying an open access licence to it.

For example, a journal article, book, or dataset with an open access licence can be accessed by anyone, and there will be no (or very few) restrictions on how people can reuse the item.

Publications – Routes to Open Access

Publisher version freely available (often paid for by author or their employer)

- Output is immediately freely available
- Usually payment of a fee - Article or Book Processing Charge (APC/BPC)
- Also known as 'gold' or route 1.

Accepted version freely available ('no cost')

- Deposit (usually accepted final version) in online repository
- Often an embargo period to making this visible
- Also known as 'green' or route 2

The Research Publications and Copyright Policy is a tool to support this option.

University direction - 'generally' choose the no cost option

REF Open Access Policy



These requirements apply to journal articles and conference proceedings. An outputs is eligible for submission if it has a substantive link to the University (eg author had eligible contract at the time the article was made available)

| Requirement | Article or conference proceeding published <u>on or before 31 Dec 2025</u> | Article or conference proceeding published <u>on or after 01 Jan 2026</u> |
|---|---|--|
| Deposit author's accepted manuscript (AAM) in a repository: | As soon as possible after acceptance , and no later than 3 months after this date. | As soon as possible after acceptance , and no later than 3 months after publication date. |
| Maximum allowable embargo periods | <ul style="list-style-type: none">• 12 months for Science, Technology & Medicine (Panel A/B)• 24 months for Arts & Social Sciences (Panel C/D) | <ul style="list-style-type: none">• 6 months for Science, Technology & Medicine (Panel A/B)• 12 months for Arts & Social Sciences (Panel C/D) |
| Open access requirement | Must be openly available. | Open licence e.g. from Creative Commons suite . Where the route is sharing the AAM and the publisher does not allow an open licence, that is permitted. |

- **Follow the established open access process at UofG.** There are limited exceptions. If the AAM is supplied, the Library can release it after any publisher embargo.
- **Consider requirements pre-submission;** adding a rights retention statement at first submission can reduce risk of non-compliance.
- **Act upon acceptance** by sending the acceptance email and AAM to research-openaccess@glasgow.ac.uk

Funder Requirements



PREPRINTS

**UK Research
and Innovation**



[Funds for Open Access](#)

[UKRI Open Access policy](#)

Acknowledge Funders (or that there are none)

Acknowledgement of funding should be a sentence with the funding agency written out in full, followed by the grant number in square brackets (if you have one). For example:

‘This work was supported by the Medical Research Council [grant number xxxx]’.

Multiple grant numbers should be separated by comma and space. Where the research was supported by more than one agency, the different agencies should be separated by a semicolon, with “and” before the final funder. For example:

‘This work was supported by the Wellcome Trust [grant numbers xxxx, yyyy]; the Arts and Humanities Research Council [grant number zzzz]; and the Engineering and Physical Sciences Research Council [grant number XXXX]’

Include a Data Availability Statement

All publications should include a data availability statement that explains where the data that support the publication can be found and how it is licensed.

Some funders, notably UKRI, Wellcome and Cancer Research UK, mandate this.

A good data availability statement will include a Digital Object Identifier directing readers to the data in a repository.

If no data is available a data availability statement should indicate this. If data are deposited and can't be shared, explain briefly why the data isn't suitable for sharing.

[Open Access Process at Glasgow - Availability of Materials](#)



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Publisher arrangements



ELSEVIER

SPRINGER
NATURE

See our website for [Publisher Arrangements](#) and [Open Journals](#)

These arrangements
are subject to change.

Check with
[research-
openaccess@glasgow.ac.uk](mailto:research-openaccess@glasgow.ac.uk)
if available each time



Research Publications and Copyright Policy

- The University is committed to ensuring wide access to research outputs.
- The Research Publications and Copyright Policy applies to papers submitted from 1st September 2023.
- A tool to enable creators of research outputs to share the accepted version freely.

Rights Retention Statement:

For the purpose of open access, the author(s) has applied a Creative Commons Attribution (CC BY) licence to any Author Accepted Manuscript version arising from this submission.



What does the library do?

- Check funder requirements
- Check the publisher copyright policy
- Advise on open access options case by case
- Arrange payment from funder sources if appropriate (page charges generally not eligible)
- Deposit manuscript and release after embargo



What do researchers need to do?

Before submission:

- Consider open access options offered by publisher
- Discuss OA requirements (REF, funder, rights retention) with any co-authors
- If in doubt about what route to open access is available, consult with research-openaccess@glasgow.ac.uk

Include in manuscript:

- Funding statement with award numbers
- Data availability statement
- Rights Retention statement if applicable


Upon acceptance notify research-openaccess@glasgow.ac.uk.

Ideally include:

- Acceptance email from publisher
- Accepted manuscript
- Affiliation of corresponding author
- Funding codes
- Has OA already been arranged by co-author elsewhere?

Please see our
[webpage](#) for
further
information

Exploring the workload of informal caregiving in the context of HIV/NCD multimorbidity in South Africa

van Pinxteren, Myrna, Slome, Charlotte, [Mair, Frances S.](#) , May, Carl R. and Levitt, Naomi S. (2024) Exploring the workload of informal caregiving in the context of HIV/NCD multimorbidity in South Africa. *PLoS Global Public Health*, 4(10), e000378. (doi: [10.1371/journal.pgph.0003782](https://doi.org/10.1371/journal.pgph.0003782)) (PMID:39378216) (PMCID:PMC11460685)



Text

336673.pdf - Published Version

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489kB

Funder and Project Information

| Project Code | Award No | Project Name | Principal Investigator | Funder's Name | Funder Ref | Lead Dept |
|--------------|----------|--|------------------------|--------------------------------|--------------|---------------------------------------|
| 309114 | | Exploring the treatment burden and capacity for self care among patients with HIV/NCD Multimorbidity in South Africa | Frances Mair | Medical Research Council (MRC) | MR/T03775X/1 | SHW - General Practice & Primary Care |

Open Access for long-form publications

- Required for outputs acknowledging UKRI Wellcome Trust, and European Commission
- Funds available subject to criteria
- VAT needs to be factored in
- Some exceptions may apply

Email us at research-openaccess@glasgow.ac.uk and see our [webpage](#) for advice



<https://www.oabooks-toolkit.org>



www.sup.ac.uk



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Contributor Roles Taxonomy (CRedit)

| Term | Definition |
|----------------------------|---|
| Conceptualization | Ideas; formulation or evolution of overarching research goals and aims. |
| Methodology | Development or design of methodology; creation of models. |
| Software | Programming, software development; designing computer programs; implementation of the computer code and supporting algorithms; testing of existing code components. |
| Validation | Verification, whether as a part of the activity or separate, of the overall replication/reproducibility of results/experiments and other research outputs. |
| Formal Analysis | Application of statistical, mathematical, computational, or other formal techniques to analyse or synthesize study data. |
| Investigation | Conducting a research and investigation process, specifically performing the experiments, or data/evidence collection. |
| Resources | Provision of study materials, reagents, materials, patients, laboratory samples, animals, instrumentation, computing resources, or other analysis tools. |
| Data Curation | Management activities to annotate (produce metadata), scrub data and maintain research data (including software code, where it is necessary for interpreting the data itself) for initial use and later re-use. |
| Writing – Original Draft | Preparation, creation and/or presentation of the published work, specifically writing the initial draft (including substantive translation). |
| Writing – Review & Editing | Preparation, creation and/or presentation of the published work by those from the original research group, specifically critical review, commentary or revision – including pre- or post-publication stages. |
| Visualization | Preparation, creation and/or presentation of the published work, specifically visualization/data presentation. |
| Supervision | Oversight and leadership responsibility for the research activity planning and execution, including mentorship external to the core team. |
| Project Administration | Management and coordination responsibility for the research activity planning and execution. |
| Funding Acquisition | Acquisition of the financial support for the project leading to this publication. |

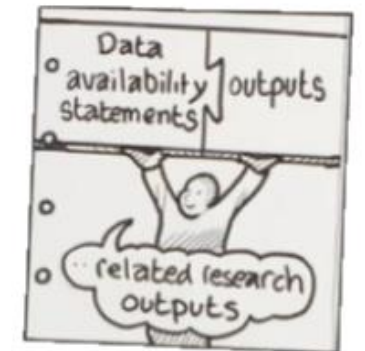
Research Data Management support

The Research Data Management service offers support, training and guidance on:

- Data management planning
- Data licensing
- Handling and sharing sensitive data
- Storing, organising and documenting data
- Depositing data/code/materials in repositories

[Research Data Management webpages](#)

[RDM training courses](#)

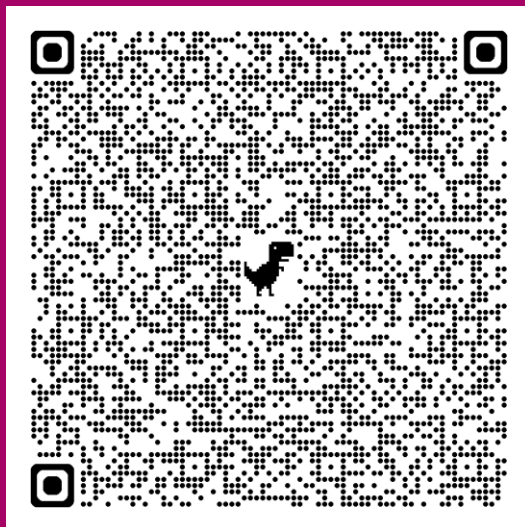


Questions?

Keep up to date:

The Research Culture Commons Team

→ Open Research Channel:



Contact us with any questions:

research-openaccess@glasgow.ac.uk

Test your knowledge:

Take our Open Access
Mini Quiz:





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575 Years, Changing the World

Research Excellence Framework



- **Original research first made publicly available between 1 Jan 2021-31 Dec 2028**
- **Has a substantive link to UofG, evidenced through an author's 'eligible employment relationship':**
 - Minimum 0.2 FTE continuous employment for at least 12 months
 - A role descriptor that included explicit expectation of research
- **Eligible employment relationship occurred either:**
 - At the point at which the submitted output was first made publicly available **OR**
 - Before the submitted output was made publicly available (ie. When the underpinning research was carried out at UofG; typically between Jan 2021-Dec2028 but may be extended 1 years' prior for most outputs and by 5 years' prior for longform/diverse outputs; tbc by REF panels)
- **Exclusions**
 - Sole authored papers where only substantive link is postgraduate research studentship, visiting/honorary staff post, teaching only contract (AEF1), or staff on contracts with no explicit expectation of research
- **Exception**
 - If a case can be made that the University supported research underpinning the output

Open Access Licencing Requirements



‘Outputs should be shared as openly as possible; the funding bodies’ strong preference is for licensing as **CC-BY** or other license formats meeting this standard of openness. However, licensing outputs at **CC-BY-NC** or **CC-BY-ND** (including **CC-BY-NC-ND**) or licenses meeting an equivalent standard of openness are also permitted.

For the period 1 January 2026 to 31 December 2028 outputs shared by deposit (AAM), where subject to terms of a publication agreement limiting sharing and/or use of downloaded materials will not need to fully meet these licensing standards. They will however need to meet all other conditions for deposit, discovery and access. Application of an exception will not be required. From 1 January 2029 all future in-scope outputs will need to fully meet open licensing standards, subject to any permissible exceptions’

