



Open access and the REF

What you need to know

Why publish Open Access

Publishing your work Open Access helps to build your impact and reputation, makes research more widely accessible and may be required by your funder. You also need to be sure that you meet the Open Access requirements from Research England for the next Research Excellence Framework (REF).

The REF requirements

In order to be eligible for the next REF, the **final peer-reviewed manuscript** of any article in a journal or conference proceedings with an ISSN number:

- **must be deposited in SHURA**
- **must be deposited within three months of the date of acceptance**

You must also provide **proof of the date of acceptance**. This will usually be an email or letter from the journal editor or conference organiser.

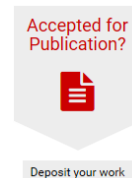
What you need to do

Deposit the final peer-reviewed manuscripts of your articles or papers in the SHU Research Archive (SHURA). You can do this by using Elements at: <http://elements.shu.ac.uk>

We recommend that you **do this as soon as your work is accepted and no later than 3 months after acceptance**.

Using Elements

- Login using your usual SHU credentials
- Click on the 'Accepted for publication?' button
- Enter the details of your accepted journal article or conference paper
- Upload your final peer-reviewed manuscript
- Make sure you complete the deposit by clicking on the 'Deposit' button



What will happen next

Library staff will check your deposit, ensuring that it complies with publisher self-archiving policies before making it live on SHURA. They will also set an embargo period if necessary and will get back to you if further information is required. Please allow time for this checking process and for any further actions that may be required to make your output eligible for the REF.

More information and support

Guidance web pages

<https://blogs.shu.ac.uk/libraryresearchsupport/open-access/>

Support

library-research-support@shu.ac.uk

0114 225 3852

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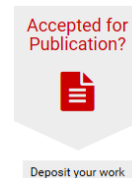
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