

Terms and guidelines for publishing on the platform «University of Stavanger: Open Journals»

In collaboration with the IT-department, the University library operates the platform «University of Stavanger: Open Journals», for open publishing and archiving of scientific journals. The University library offers training and support to editorial and academic staff on how to use the platform, provides DOIs and offers general guidance on open publishing. The editorial staff of a journal is responsible for having the required skills to use the platform.

The following terms and guidelines apply for publishing in «University of Stavanger: Open Journals»:

1. ISSN is required for all journals. All articles in journals must have a DOI. It is preferred, but not an absolute requirement, that all authors have an ORCID-ID.
2. All journals must be openly available:
 - diamond open access without subscription fees or embargoes
 - access without barriers such as passwords / usernames or IP-addresses
 - associated research data should be made available with the articles, where applicable
3. Journals must be affiliated with UiS in that the editor, one or more of the editorial staff and / or administrative staff are employed at UiS.
4. All journals must have routines for peer review, and at a minimum satisfy the requirements for scientific publication at level 1 ([Norwegian publication indicator](#)). New journals should aim to qualify for this as soon as possible.

The publisher of the journal is required to adhere to the [COPE](#) (Committee on Publishing Ethics) guidelines. Journals that do not, will be considered separately.
5. Journals must be active and have a realistic plan for future publications.
6. All journals are required to publish under a Creative Commons license. The license must be approved by all authors, and it should be visible on all articles. The University library recommends the CC-BY license, but editors may also choose CC BY-SA or CC BY-NC if this is more appropriate.
7. The creation of new journals must be professionally / scientifically substantiated and approved by the scientific department / department management.
8. The University library, via the Library director, is responsible for approving new journals on the platform.
9. Editors and members of the editorial staff must be known by name when a new journal is created on the platform. «Solo journals» will not be accepted.
10. The editor is responsible for all content in the journal. This also applies when linking to content outside of the platform. Editorial responsibility also includes proofreading, editing, peer review, etc.

02.05.2022

11. The author retains copyright to the content but gives the journal the right to publish first. After publication, the authors are free to share the published version of the article on their own website, in an institutional archive, etc., as long as the journal is credited as publisher.
12. The University library is responsible for archiving the journal, even if it stops publishing new content.
13. In cases where a user's activity is a danger to data security, the University library may suspend the user's access to the platform.
14. The University library may remove a journal from the platform if the guidelines are not followed, after a warning has first been issued.