UNIVERSITI MALAYSIA SARAWAK
SPRINGER NATURE
FULLY OPEN ACCESS AGREEMENT

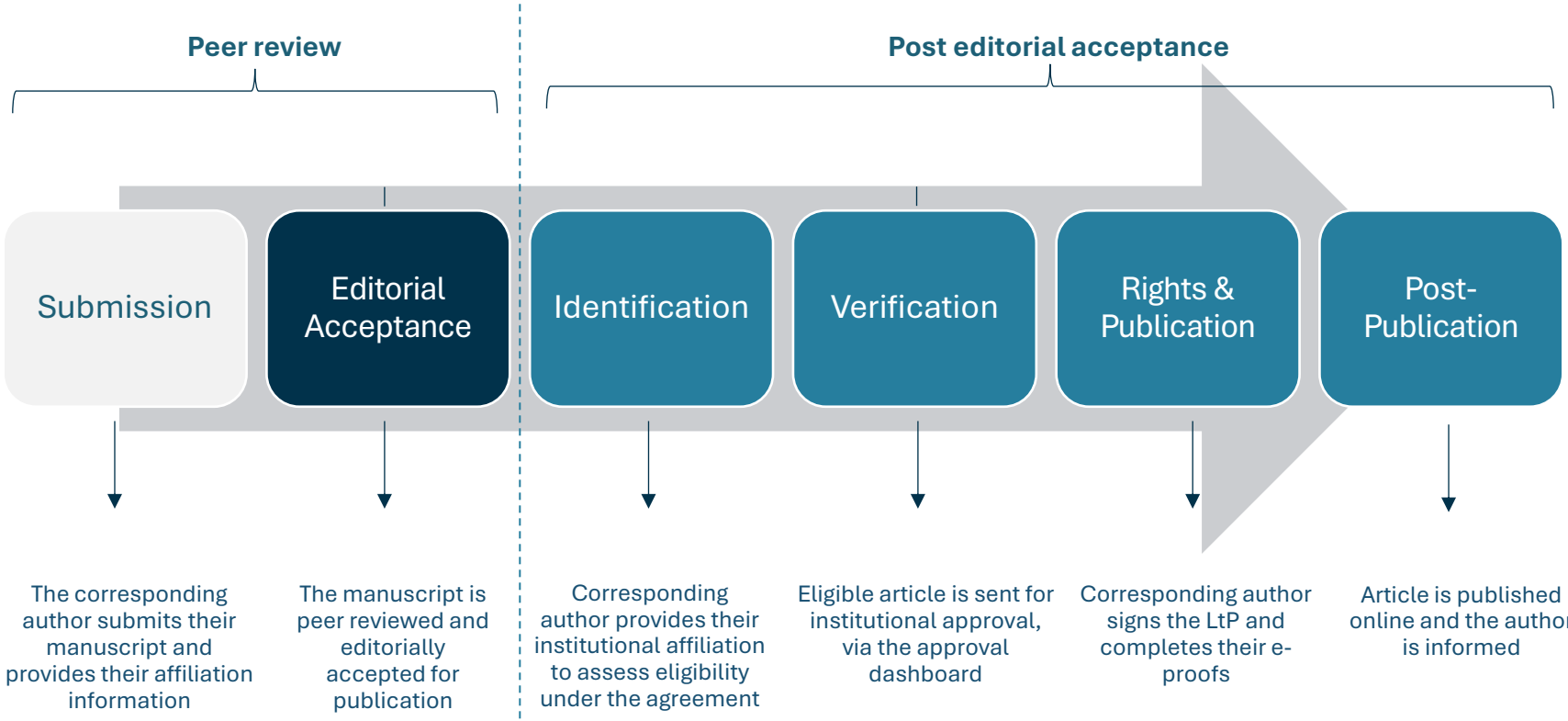
Open Access Publishing Services

September 2025

SPRINGER NATURE

OPEN ACCESS PUBLISHING PROCESS

From submission to post publication

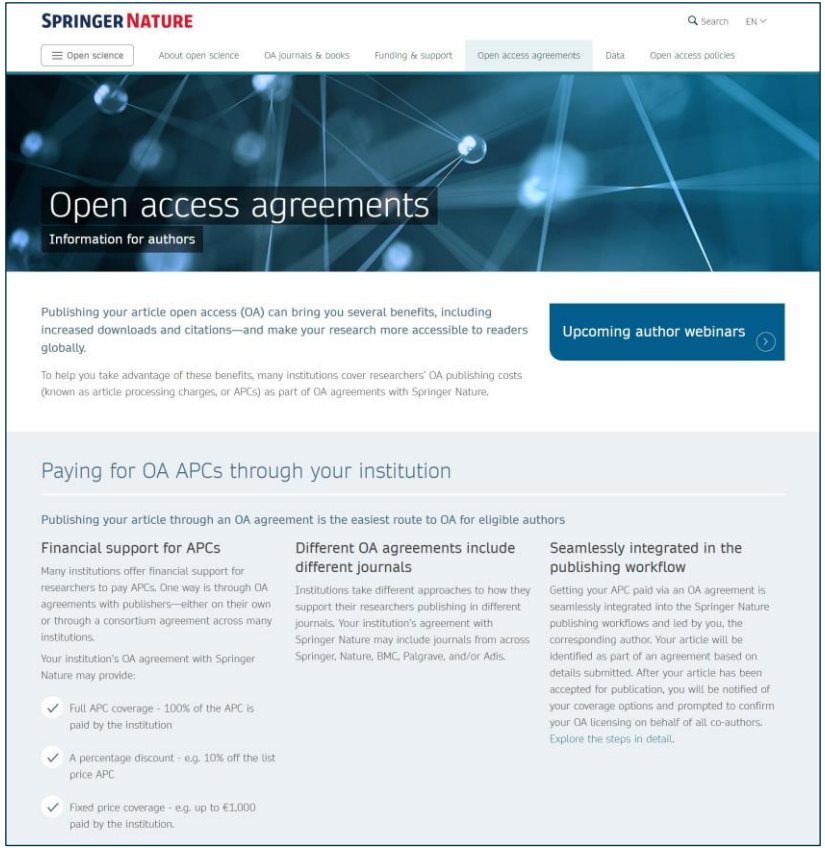


IDENTIFICATION
Support for authors

Springer Nature offers author support throughout the entire publishing process

Useful resources include:

- Author helpdesk
- Open access agreements
- Journal Finder



IDENTIFICATION

Eligibility for an agreement is based on the corresponding author's affiliation

After an article has been editorially accepted, the corresponding author must complete the payments and rights journey:

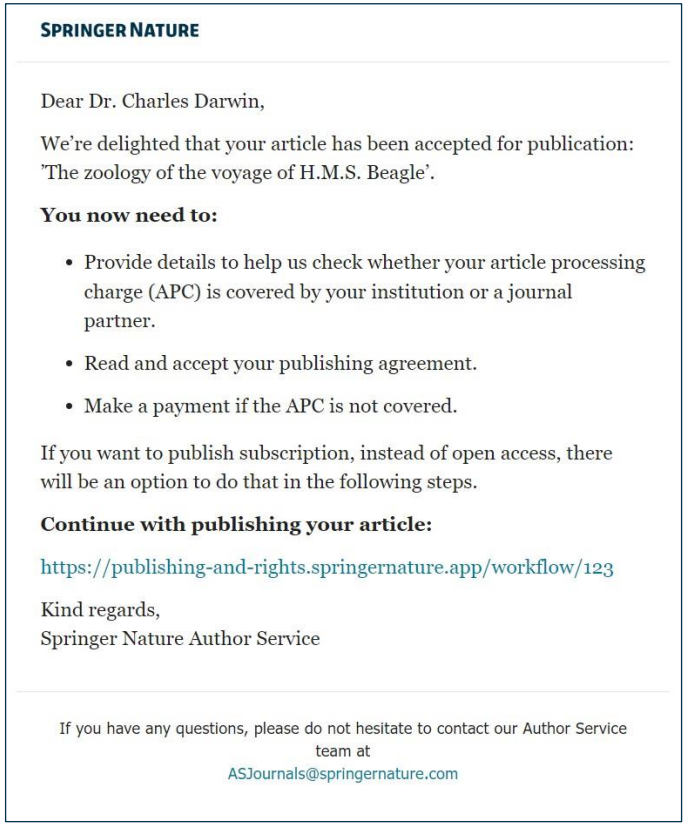
**if the coverage request is rejected, authors must pay for open access using other funding options.*

IDENTIFICATION

Email invite to complete identification process

Once the article is editorially accepted by the journal, the **corresponding author** receives an email invitation to complete the identification process and specify their affiliation

The corresponding author acts on behalf of all the other authors for this article. They are responsible for reviewing and accepting the terms of the publishing agreement, and for arranging any payment if required



SPRINGER NATURE

Dear Dr. Charles Darwin,

We're delighted that your article has been accepted for publication: 'The zoology of the voyage of H.M.S. Beagle'.

You now need to:

- Provide details to help us check whether your article processing charge (APC) is covered by your institution or a journal partner.
- Read and accept your publishing agreement.
- Make a payment if the APC is not covered.

If you want to publish subscription, instead of open access, there will be an option to do that in the following steps.

Continue with publishing your article:

https://publishing-and-rights.springernature.app/workflow/123

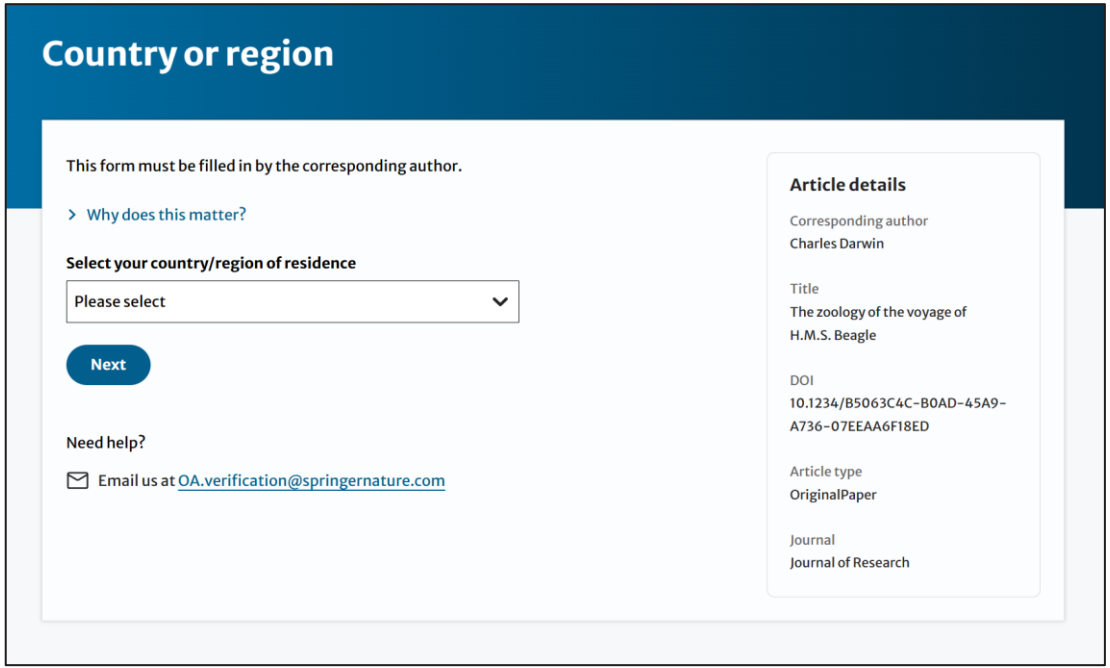
Kind regards,
Springer Nature Author Service

If you have any questions, please do not hesitate to contact our Author Service team at
ASJournals@springernature.com

IDENTIFICATION

Country selection

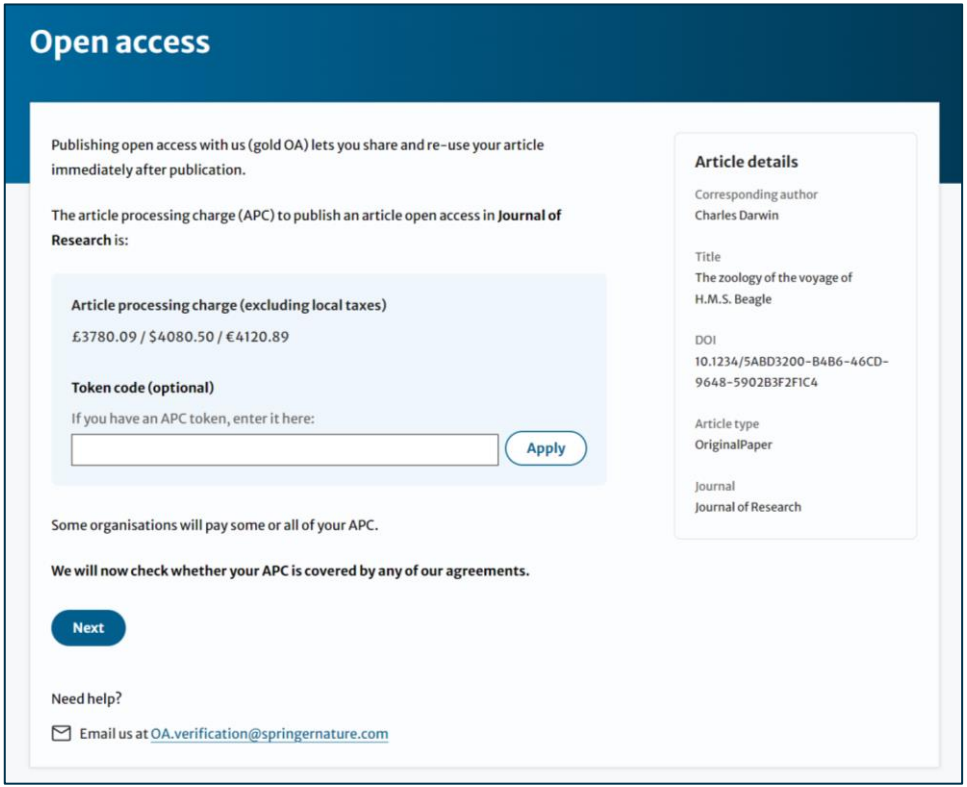
The corresponding author is prompted to select their country or region of residence from a drop-down list



IDENTIFICATION

Introduction page

The corresponding author sees basic information about publishing their article open access, including the list price article processing charge (APC) of the journal



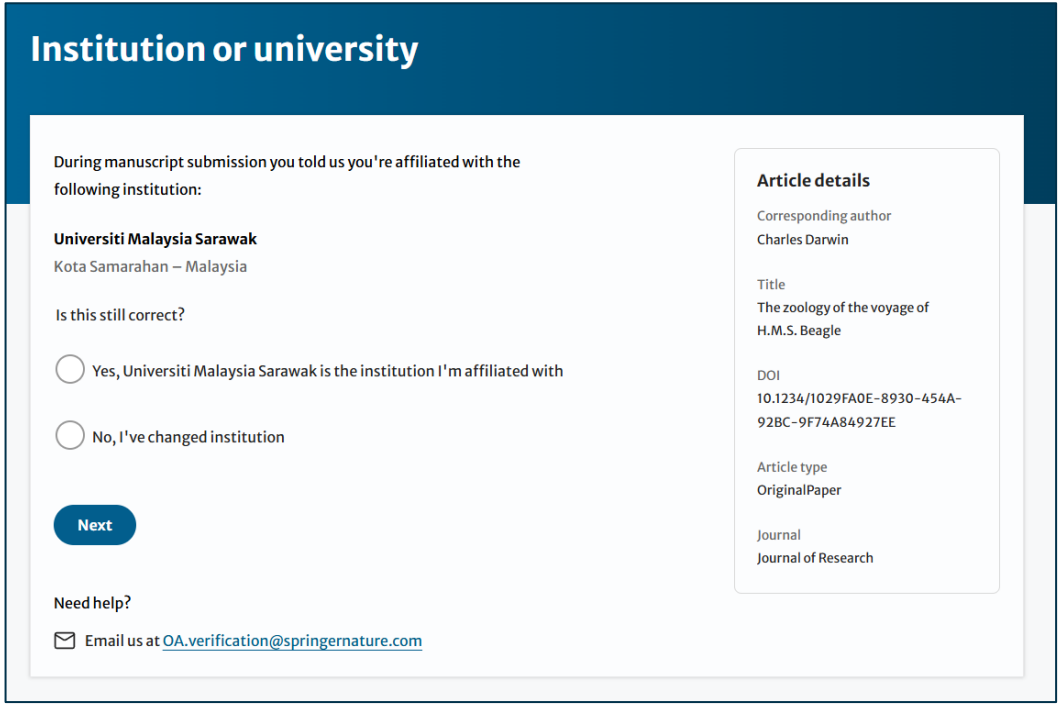
IDENTIFICATION

Confirm institutional affiliation

The corresponding author confirms the institutional affiliation they provided during article submission

If the information displayed is incorrect, they can update it here

This affiliation information is used solely for agreement identification. It does not affect the published article



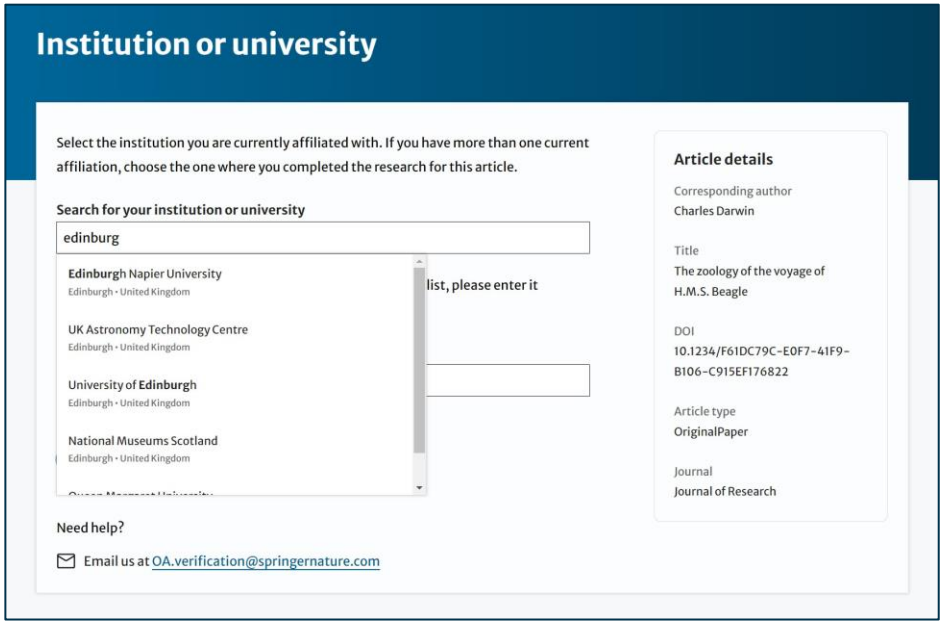
IDENTIFICATION

Institution selection

The corresponding author types their **affiliation** and selects the correct option. The system matches the selected affiliation to an agreement

The corresponding author's **email domain** and **IP range** are recognised automatically at this stage

If the corresponding author's affiliation is not an option in the list, they can add their affiliation manually as free text. Anything entered here will not be recognised as eligible for an agreement

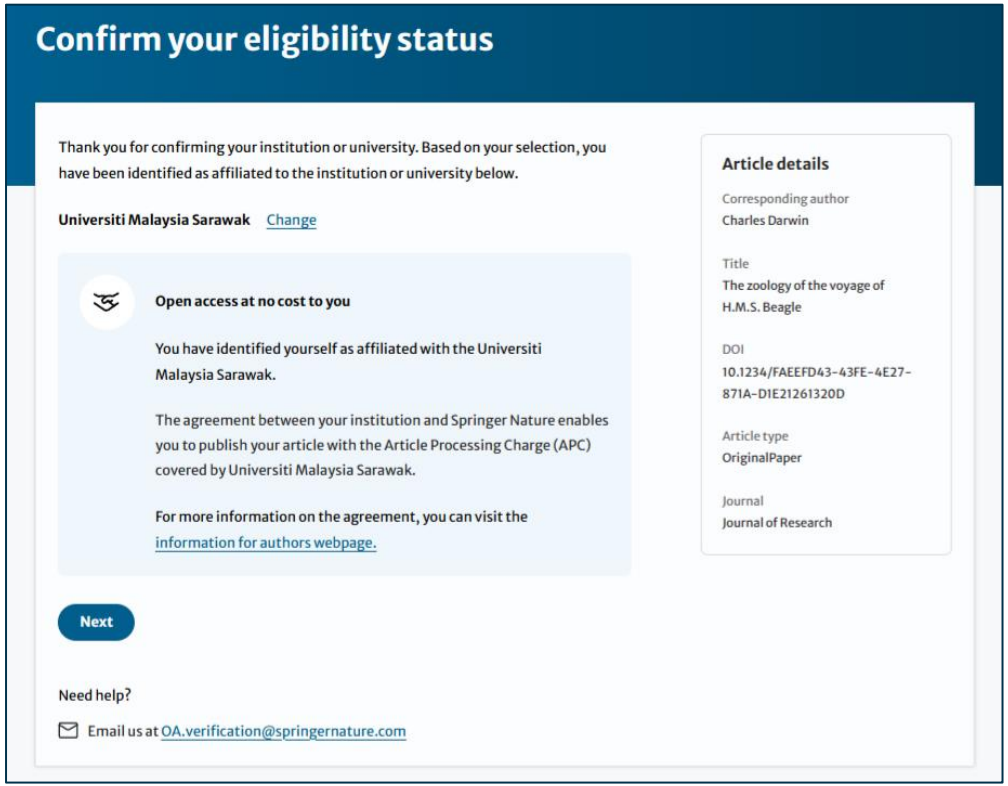


IDENTIFICATION

Welcome message

If the author is potentially eligible for an agreement, they will see a **welcome message** that provides information

The author must be publishing an eligible **article type** in an eligible **journal** to request coverage. Authors who do not meet these requirements will not see the welcome message and can continue with the publishing process



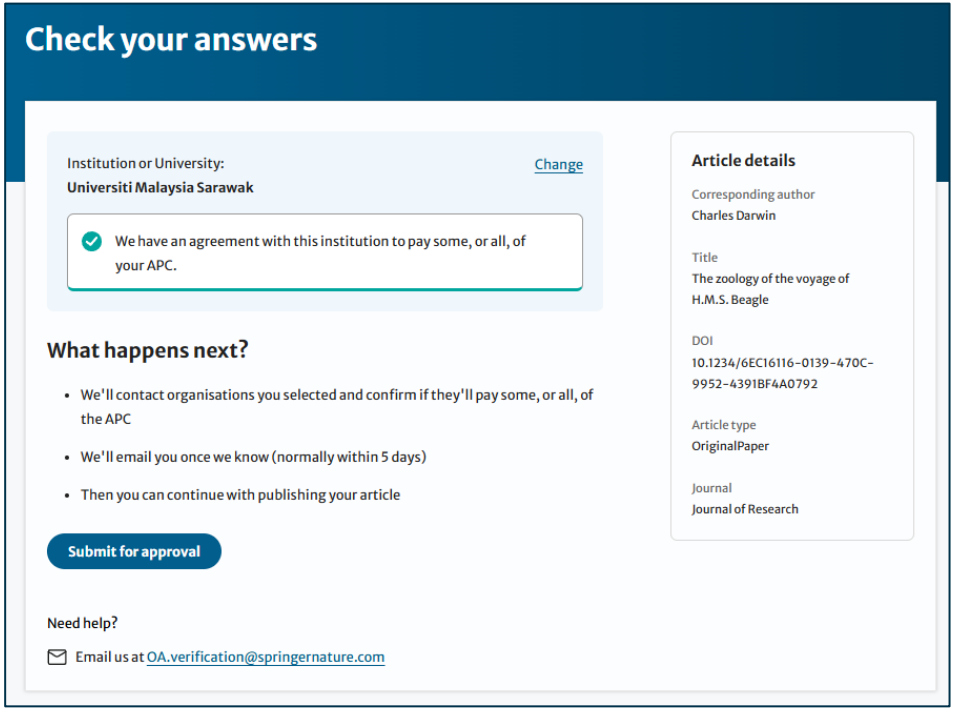
IDENTIFICATION

Summary

The corresponding author is shown a summary of the information they have provided and their selected agreement

This is the final point in the journey where the corresponding author can change this information

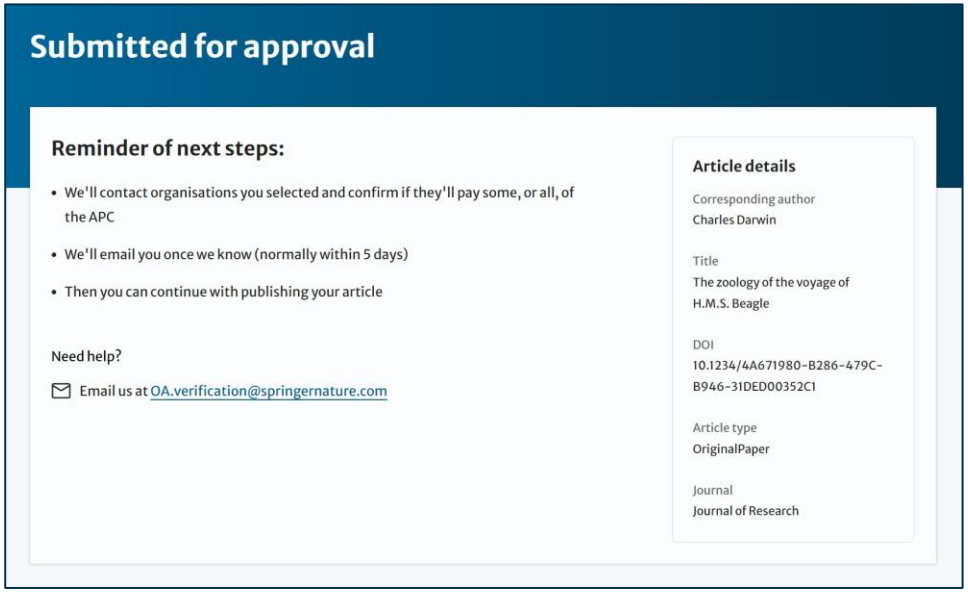
The corresponding author submits their article for approval by their institution for APC coverage



IDENTIFICATION
Submitted for approval

The corresponding author's article is sent to their institution for **approval** under the agreement

The author will be informed of their institution's decision by **email**. They can then reenter the system to complete the journey



RIGHTS

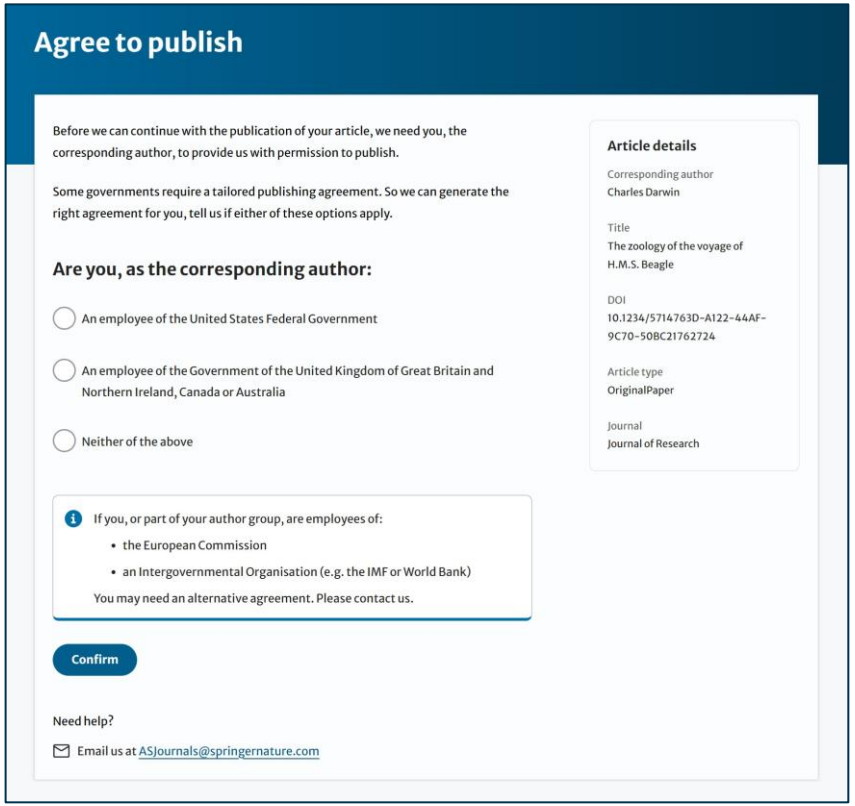
Employment check and publishing agreement

Corresponding authors need to complete their publishing agreement, also known as **license to publish** (LtP)

The document outlines the rights of the author and Springer Nature in relation to the use of the article and confirms the author's eligibility to publish their article

To generate the correct license to publish, the corresponding author selects their employment status, then clicks **'Confirm'**

Authors sign their license and can download a copy for reference, allowing them to continue with the publishing process

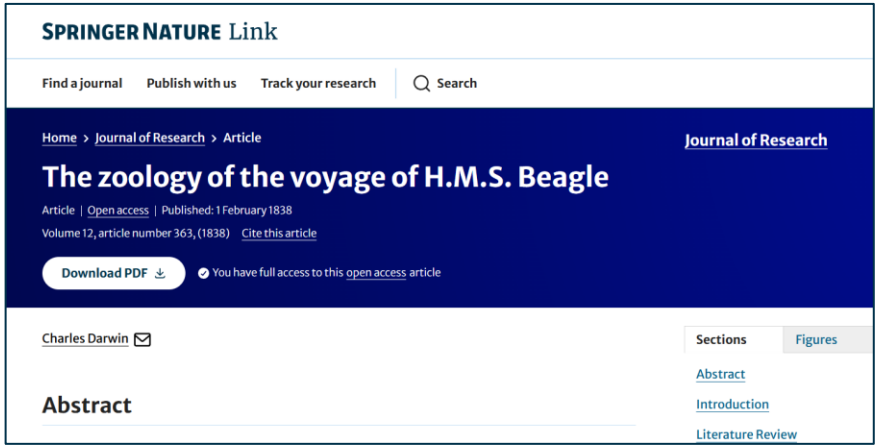


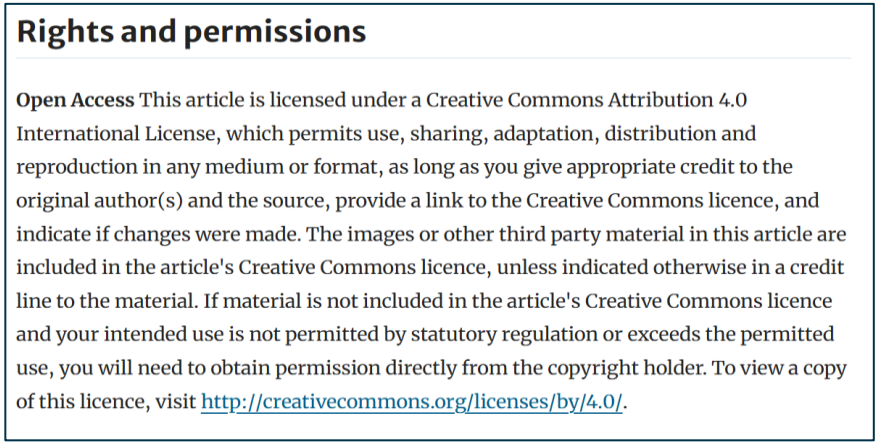
PUBLICATION

Article is published online

Once APC coverage, the LtP, and e-proofing are complete, the article is published online under the relevant open access license

The corresponding author will be notified when the article is published online and will receive a link to the online version of the published article and a PDF copy





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PUBLICATION
Open access funding note

If the APC of a published article was covered by an open access agreement, the online version and the PDF copy will include a **funding note** acknowledging the source of the funding

THANK YOU

Any questions?

Please reach out to the Open Access Verification team via **oa.verification@springernature.com**

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