

## Taylor & Francis Author Workflow & Research Dashboard

The (Hybrid) Open Select Author Workflow





## Workflow for an Open Select Article at Taylor & Francis





Send To: Author Email

Subject: Your article with Taylor & Francis

Body: Dear Author First Name Last Name,

Re: Article Title; Journal Title

Congratulations on the recent acceptance of your manuscript submission to *Journal Title*. The Taylor & Francis production team will work with you to publish your article online as quickly as possible.

We would like to let you know that your institution has an open access agreement with Taylor & Francis, which means you may be eligible for funding to publish your article <u>open access</u>. We have let them know that your paper has been accepted and shared your article information, including your email address.

#### What happens next?

It's important to know that not all articles will be eligible for funding under this agreement, so please <u>click here</u> to view the latest information.

If your institution approves open access funding for your article, we will let you know. You may also request approval by selecting the open access option.

Look out for an email inviting you to select and sign your article publishing agreement.

If you have any questions, please do not hesitate to contact apc@tandf.co.uk, or your librarian.

Kind regards,

Email to author on acceptance, alerting them to OA agreement



informa

#### Dear Hannah ward,

Congratulations! We are pleased to share that your article "An extinct species of Tchangmargarya (Gastropoda: Viviparidae) from Quaternary lacustrine deposits of a group of vanished lakes in Yunnan, China" has been accepted for publication in Aphasiology.

To move forward with publication, we need you to review your Open Access options and accept the terms and conditions of an author publishing agreement.

We'll start with some questions that will inform the details we include in your agreement.

#### START AGREEMENT PROCESS

If you have questions about publishing your article, don't hesitate to contact us directly at anonymous@tandf.co.uk

We look forward to seeing your article published, and we are pleased to have you in our authorship community.

Kind regards,

Aphasiology Production Team

Taylor & Francis Group

© 2023 Taylor & Francis Group, a business owned by Informa PLC

5 Howick Place, London SW1P 1WG. Registered in England and Wales. Number 3099067. Author receives a link to the Author Publishing Agreement (APA)



Author Publishing Agreement			
Please avoid clicking Back or Refresh in years	our browser to avoid any unexpected errors.		Author co
1 2 : Details Open Access Copy	3 4 5 6 7 8 yright License Declaration Permissions Agreement Summary		article d
Confirm article detail	s		
The following information about Please make sure everything it	ut your article is used to generate your Author Publishing Agreement. is correct.		
Is something here incorrect? F	Request changes		
Andre Title	An option reactor of Tehangmangary (Cartranada: Weinaridaa) from		
Article Inte	Quaternary lacustrine deposits of a group of vanished lakes in Yunnan China		
Article Inte	Quaternary lacustrine deposits of a group of vanished lakes in Yunnan, China 10.1080/02687038.2023.2212758		
Article DOI Journal Title	An extinct species of renarginargalya (Gasta opoda, Vinjandae) nonn         Quaternary lacustrine deposits of a group of vanished lakes in         Yunnan, China         10.1080/02687038.2023.2212758         Aphasiology	rticle is used to generate	vour Author Publishing Agreement. Please ma
Article Title Article DOI Journal Title Journal Subtitle	Quaternary lacustrine deposits of a group of vanished lakes in Yunnan, China 10.1080/02687038.2023.2212758 Aphasiology	rticle is used to generate	vour Author Publishing Agreement. Please ma
Article Itile Article DOI Journal Title Journal Subtitle Corresponding Author	Quaternary lacustrine deposits of a group of vanished lakes in Yunnan, China 10.1080/02687038.2023.2212758 Aphasiology	rticle is used to generate the second	vour Author Publishing Agreement. Please manage to your article details
Article Title Article DOI Journal Title Journal Subtitle Corresponding Autho	Quaternary lacustrine deposits of a group of vanished lakes in Yunnan, China 10.1080/02687038.2023.2212758 Aphasiology	rticle is used to generate cha Request a ch If you've noticed a review your reques	vour Author Publishing Agreement. Please ma hange to your article details mistake in your article details, please let us know st, make changes as needed, and send you an ema
Article Ifue Article DOI Journal Title Journal Subtitle Corresponding Author Author's Name	Quaternary lacustrine deposits of a group of vanished lakes in         Yunnan, China         10.1080/02687038.2023.2212758         Aphasiology         Dr         Hannah ward         Hannah ward	rticle is used to generate cha Request a ch If you've noticed a review your reques	vour Author Publishing Agreement. Please ma nange to your article details mistake in your article details, please let us know st, make changes as needed, and send you an ema
Article Title Article DOI Journal Title Journal Subtitle Corresponding Author Author's Name Affiliation at Submission	Air extinct species of richarginargalya (Gastropoda, Winparidae) nonin Quaternary lacustrine deposits of a group of vanished lakes in Yunnan, China 10.1080/02687038.2023.2212758 Aphasiology OF Hannah ward Universidade Federal de Minas Gerais Programa de Pos-graduacao em Saude Publica	rticle is used to generate cha If you've noticed a review your reques	vour Author Publishing Agreement. Please mathematic please mathematic please to your article details mistake in your article details, please let us know at, make changes as needed, and send you an emathematic ur message
Article Inte Article DOI Journal Title Journal Subtitle Corresponding Author Author's Name Affiliation at Submission Complete Author List	Air extinct species of richarginargalya (Gastropoda, Winparidae) nonin Quaternary lacustrine deposits of a group of vanished lakes in Yunnan, China 10.1080/02687038.2023.2212758 Aphasiology Or Hannah ward Universidade Federal de Minas Gerais Programa de Pos-graduacao em Saude Publica	rticle is used to generate cha If you've noticed a review your reques Start typing you	vour Author Publishing Agreement. Please mathematic please to your article details mange to your article details, please let us know st, make changes as needed, and send you an emathematic ur message
Article Inte Article DOI Journal Title Journal Subtitle Corresponding Author Author's Name Affiliation at Submission Complete Author List	Arrientice Species of Tchanginargalya (Gastropoda, Winpandae) Holin Quaternary lacustrine deposits of a group of vanished lakes in Yunnan, China 10.1080/02687038.2023.2212758 Aphasiology Or Hannah ward Universidade Federal de Minas Gerais Programa de Pos-graduacao em Saude Publica	rticle is used to generate cha If you've noticed a review your reques Start typing you	vour Author Publishing Agreement. Please manage to your article details mistake in your article details, please let us know st, make changes as needed, and send you an emanu ur message
Article Ifde Article DOI Journal Title Journal Subtitle Corresponding Author Author's Name Affiliation at Submission Complete Author List Author's Name Hannah ward	Aphasiology	rticle is used to generate a cha Request a cha If you've noticed a review your reques Start typing you	vour Author Publishing Agreement. Please maching to your article details mistake in your article details, please let us know st, make changes as needed, and send you an emaching ur message



Author P	ublishing Agreement			
Please	avoid clicking Back or Refresh in your browser to avoid a	any unexpected errors.		
	1 2 3 4	5 6	7 8	
	Details Open Access Copyright License	Declaration Permissions Agree	ement Summary	
	Confirm research funders			
	We need to know whether you received any res your funders may have specific requirements th agreement.	earch funding to produce this art nat we need to reflect in your aut	icle. If you did, nor publishing	
	Did you receive any research funding for this art	icle?		
	Yes     No			
	Please add your funders until the list below is co find suggestions for common funders. If yours is	mplete. Start typing your funder's nan n't there, type the complete name and	ne, and you'll l add it.	
	Start Typing Your Funder's Name		ADD	
	Funders			
	Name	Grant Number		
	British Heart Foundation	122437654	<b>C</b>	

Author is prompted to confirm funder







#### Author Publishing Agreement Author chooses Please avoid clicking Back or Refresh in your browser to avoid any unexpected errors. 3 4 5 6 7 8 Details **Open Access** Copyright License Declaration Permissions Agreement Summary $\times$ **Choose Open Access** If you choose this option, we will ask your institution if they will fund Open Access publication Your organization has an Open Access agreement with us and would like you to use this funding. This is a standard process with no cost to yourself. If your of your article. organization is unable to approve, you will have the opportunity to publish with a standard license agreement, or choose to fund the Open Access yourself. Learn more about Open Access agreements If they cannot provide funding for Open Access, we Please only select other funds if the organization below is not covering these costs. will let you know via email, and you can choose to fund it yourself or publish it as an article with Have we got the wrong organization? Request changes subscription-based access. Would you like to publish this article Open Access? AUTHOR SERVICES ٩ I'd like to use the Universidade Federal de Minas Gerais Programa de Pos-graduacao em Publishing your research ✓ Choosing open ✓ Rese es 🗸 Events Insights blo Saude Publica Open Access agreement Open access agreements I have other funds for Open Access I am required to use We're partners with global institutions and funders to support researchers to publish **gold open access** <u>(2)</u> in their chosen journals. These agreements often mean that individual authors can publish open access at no cost to themselves or benefit from discounted article publishing drages (ArCs). Our short **guide to open access publishing definitions** <u>(2)</u> has more information on gold open access and ArCs. On this page, you can explore our current open access agreements, find out if you're eligible, and how to access the funds. We have labelled the transformative agreements by where they are. New agreements are being made all the time, so do check back here, ea time you're preparing to publish. Australia Hungary 🗸 Norway NEXT PREVIOUS 🗸 Austria Ireland 🗸 Qatar 🗸 Canada 🗸 İsrael 🗸 Slovenia Colombia Italy 🗸 Spain Cyprus 🗸 Japan Sweder Czech Republic Luxembourg Switzerland

United Kingdom

/ USA

Netherlands

New Zealan

Finland

Germany





### Author confirms who owns the copyright

Information Classification: General





**()** Please avoid clicking Back or Refresh in your browser to avoid any unexpected errors.

![](_page_8_Figure_4.jpeg)

#### Please answer the question below.

Additional help information is available by clicking on the help 📀 icons. To hide the help, click the close button or anywhere outside the popup.

Your paper will be made freely available online at the point of publication, permanently, for anyone to read (Gold Open Access).

Open Access articles are free to read but acceptable reuse is determined by the type of Creative Commons license associated with the article. Your choice will be included in your agreement and noted in your published article. Select license type CC-BY-NC-ND CC-BY
CC-BY
Read more about this license Author can select their Creative commons licence

You have two options of agreement for Open Select publishing with Taylor & Francis/Routledge.

- Creative Commons Attribution-NonCommercial-NoDerivs (CC BY-NC-ND): Under this license others may download your works and share them with others as long as they credit you, but they can't change them in any way or use them commercially. The License also allows for text- and data-mining of your works. This license is offered to authors publishing on an open-access basis in an Open Select journal.
- Creative Commons Attribution (CC BY): Others may distribute, remix, tweak, and build upon your work, even commercially, as long as they credit you for the original creation. This license is required by certain funding bodies. The author is asked to grant Taylor & Francis the right to publish her or his article as the final, definitive, and citable Version of Scholarly Record. Reuse conditions will be subject to the license type chosen by the author.

[Close]

![](_page_9_Picture_0.jpeg)

![](_page_9_Picture_1.jpeg)

**()** Please avoid clicking Back or Refresh in your browser to avoid any unexpected errors.

![](_page_9_Figure_4.jpeg)

#### Declare any conflicts of interest

A conflict of interest might arise if you have a personal interest in your research ending in a particular outcome. To uphold transparency and trust, it's important for us to document any conflict that you think might apply here.

![](_page_9_Figure_7.jpeg)

Author declares any conflict-ofinterest

![](_page_10_Picture_0.jpeg)

![](_page_10_Picture_1.jpeg)

**()** Please avoid clicking Back or Refresh in your browser to avoid any unexpected errors.

![](_page_10_Figure_4.jpeg)

#### Confirm permissions

Before we publish your work, we need to confirm with you that any third-party content in your article is used with the permission of its copyright owner. You'll need to have permission even if you've included the content under a fair use claim.

![](_page_10_Figure_7.jpeg)

# Author confirms permissions

Author

#### Information Classification: General

![](_page_11_Picture_0.jpeg)

![](_page_11_Picture_1.jpeg)

![](_page_12_Picture_0.jpeg)

![](_page_12_Picture_1.jpeg)

ව් 2023 Taylor & Francis Group, a business owned by Informa PL

![](_page_13_Picture_0.jpeg)

informa

Dear Hannah ward,

We are writing to update you about your request to your institution for Open Access funding.

We are happy to let you know that your institution has agreed to pay the article publishing charge on your behalf.

If you have questions about your APC funding, please don't hesitate to contact us directly at APC@tandf.co.uk

Kind regards,

Taylor & Francis Customer Services Taylor & Francis Group

© 2023 Taylor & Francis Group, a business owned by Informa PLC

5 Howick Place, London SW1P 1WG. Registered in England and Wales. Number 3099067. Author receives confirmation of OA funding

![](_page_13_Picture_12.jpeg)

![](_page_14_Picture_0.jpeg)

## The Decline Workflow

![](_page_14_Picture_2.jpeg)

![](_page_15_Picture_0.jpeg)

informa

#### Dear Hannah ward,

We are writing to update you with regard to your Open Access funding request for your article "An extinct species of Tchangmargarya (Gastropoda: Viviparidae) from Quaternary lacustrine deposits of a group of vanished lakes in Yunnan, China". Your institution has declined your request for funding to pay the author publishing charge (APC) for Open Access.

There are still options available to you to make your article Open Access. You can make your final article Open Access by paying the Author Publishing Charge, or you can archive an earlier version of your article without any charge to you. To ensure your article is published under the correct license please choose an option below.

I'd like to publish Open Access
 Make your article available for free to anyone worldwide

make your article available for free to anyone worldwid

I don't want to publish Open Access
 Publish your article under subscription-based access

Please visit **Author Services** to find out more about these choices. If you have any further questions, please do not hesitate to contact us at <u>anonymous@tandf.co.uk</u>

Kind regards,

Aphasiology Production Team

Taylor & Francis Group

© 2023 Taylor & Francis Group, a business owned by Informa PLC

5 Howick Place, London SW1P 1WG. Registered in England and Wales. Number 3099067.

## Author receives decline email

![](_page_15_Picture_17.jpeg)

![](_page_16_Picture_0.jpeg)

## Workflow variations

OA other funds

![](_page_16_Picture_3.jpeg)

![](_page_17_Picture_0.jpeg)

![](_page_17_Picture_1.jpeg)

Please avoid clicking Back or Refresh in your browser to avoid any unexpected errors.

![](_page_17_Picture_4.jpeg)

#### Choose Open Access

Based on the information you provided at submission you may be eligible for Open Access funding through an agreement from your organization. This means your article will be free for anyone to read. This typically leads to more citations and downloads. Learn more about Open Access agreements

Have we got the wrong organization? Request changes

I'd like to us	se the Universidade Federal de Minas Gerais Programa de Pos-graduacao em
Saude Pub	lica Open Access agreement 👔
<ul> <li>I have othe</li> </ul>	r funds for Open Access I am required to use

lf an author is required to use other funds

![](_page_17_Picture_10.jpeg)

![](_page_18_Picture_0.jpeg)

![](_page_18_Picture_1.jpeg)

Image: Please avoid clicking Back or Refresh in your browser to avoid any unexpected errors.

![](_page_18_Picture_4.jpeg)

Details Open Access Copyright License Declaration Permissions Agreement Summary

lem onarges	Sum	mary	
Article Publishing Charge	\$3,085.00 Artic Char	cle Publishing rge	\$3,085.00
By choosing gold Open Access you agree to pay Charge (APC).	y an Article Publishing Tot	al	\$3,085.00
voice Address	0	Apply Discou	int Code
Saved Address			
Please select an address	•	APPL	r
ADD NEW INVOICE ADDRE	ESS		
PREVIOUS			NEXT

Author prompted to give billing details

![](_page_18_Picture_8.jpeg)

![](_page_19_Picture_0.jpeg)

# Workflow variations

No decision

![](_page_19_Picture_3.jpeg)

![](_page_20_Picture_0.jpeg)

informa

Dear Hannah ward,

We are writing to update you with regards to your Open Access funding request for your "Akaike Information Criterion in We have yet to receive a decision from your institution, however we need to proceed with publication. Therefore, please choose from one of the two options below:

#### 1. I'd like to publish Open Access

Make your article available for free to anyone worldwide

2. I don't want to publish Open Access

Publish your article under subscription-based access

Please visit <u>Author Services</u> to find out more about these choices. If you have any further questions, please do not hesitate to contact us at RSEA-production@journals.tandf.co.uk

Kind regards,

Information Classification: General

Aphasiology Production Team

Taylor & Francis Group

© 2023 Taylor & Francis Group, a business owned by Informa PLC

5 Howick Place, London SW1P 1WG. Registered in England and Wales. Number 3099067.

## Author receives no decision email