WORKING OUT PUBLISHER PERMISSIONS

The following is a workflow that may be used to ascertain whether or not a work may be added to the Sydney eScholarship Repository. Included is a guide to using the OAKlist and SHERPA/RoMEO publisher permissions tool.

HINT: The easiest way to establish whether or not you can deposit a copy of your work to the Sydney eScholarship Repository is to contact your publisher directly. They will be able to provide you with a direct answer.
OAKLIST

OAK list is a searchable database of information about publishers Open Access policies. It is accessible via the web at http://www.oaklist.qut.edu.au/

**Note:** If at any point you are unsure of the information that you are receiving contact your publisher.

**Searching OAKlist**

In the **Search For** box check the type of search you wish to do i.e. Search for a publisher or a publication title.

Choose your publisher or publication from those listed. You may need to scroll through the list to find your publisher or journal title.

If the publisher or title is not listed it means that the OAKList has no data on that publisher or title. You will need to contact them for permission if you do not already have it.
From each record you will be able to:

1. See from the colour code what type of publisher or publication it is.

<table>
<thead>
<tr>
<th>Colour</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Green</td>
<td>You can archive pre-print and post-print</td>
</tr>
<tr>
<td>Blue</td>
<td>You may archive post-print (post-refereeing)</td>
</tr>
<tr>
<td>Yellow</td>
<td>You may archive pre-print (i.e. pre-refereeing)</td>
</tr>
<tr>
<td>White</td>
<td>OA archiving is not formally supported or is unknown</td>
</tr>
</tbody>
</table>

2. Ascertain which publication formats may be archived

3. See the conditions that must be followed including
   a. If the publishers version may be used
   b. Links to the journal homepage or the article itself
   c. Any acknowledgements that need to be made

Definitions

- **Pre print**: The manuscript sent to the publisher pre-refereeing
- **Post print**: The returned manuscript returned to the author post-refereeing, including revisions
- **Publisher version**: The copy edited, style formatted work as it appears in the publication

---

1 See definitions over.
Like OAklist, SHERPA/RoMEO is a searchable database of information about international publishers open access policies. It is accessible via the web at http://www.sherpa.ac.uk/romeo/

**Searching SHERPA**
In the **Search For** box check the type of search you wish to do i.e. Search for a publisher or a publication title.

Choose your publisher or publication from those listed. You may need to scroll through the list to find your publisher or journal title.

From each record you will be able to:

1. **See from the colour code what type of publisher or publication it is.**

<table>
<thead>
<tr>
<th>Color</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Green</strong></td>
<td>You can archive pre-print and post-print</td>
</tr>
<tr>
<td><strong>Blue</strong></td>
<td>You may can archive post-print (post-refereeing)</td>
</tr>
<tr>
<td><strong>Yellow</strong></td>
<td>You may can archive pre-print (i.e. pre-refereeing)</td>
</tr>
<tr>
<td><strong>White</strong></td>
<td>OA archiving is not formally supported or is unknown</td>
</tr>
</tbody>
</table>

2. **Ascertain which publication formats may be archived**
3. See the conditions that must be followed including
   a. If the publishers version may be used
   b. Links to the journal homepage or the article itself
   c. Any acknowledgements that need to be made

Where can I get further help?
At any point if you require further information please contact:

- Raj Saxena, Coordinator, Copyright and Intellectual Property Advisory Services. copyright@usyd.edu.au
- Your Faculty Liaison Librarian - sydney.edu.au/library/contacts/subjectcontacts.html
- Sten Christensen, Sydney eScholarship Repository Coordinator – sesr.info@sydney.edu.au