

Plan S compliance in OJS

Webinar presented to the Free Journal Network

Kate Shuttleworth & Mariya Maistrovskaya July 28, 2022

This webinar is being recorded

and auto-captioning is enabled

Welcome & introductions

- What we will cover in this webinar
 - Brief intro to Plan S and PKP's Guide to Plan S Compliance in OJS
 - Addressing specific Plan S requirements in OJS
 - Where to get more information

Please ask questions in the chat, or raise your hand and unmute at any time

- We'll demonstrate specific features and plugins using a <u>test journal</u> on OJS 3.3
 - Some features will look different or be unavailable for journals using older versions we recommend upgrading to a recent version to take advantage of the latest features

Brief introduction to Plan S

• Initiative promoting open access publishing for publicly funded research, supported by major research funders around the world ("cOAlition S")

• Requires that authors who conduct research funded by cOAlition S funders publish in journals that meet the Plan S requirements

 Consists of <u>ten principles</u> and includes guidance on the <u>Implementation of</u> <u>Plan S</u> and <u>Technical Guidance and Requirements</u>

Introduction to PKP's Guide to Plan S Compliance in OJS

• Provides specific guidance for OJS journals who want to ensure they are complying with the Plan S requirements

• The guide follows the Plan S Technical Guidance and Requirements and links to relevant PKP documentation on specific topics

• This webinar will cover the same content as the guide, starting with the criteria required by Plan S and followed by recommended criteria

Managing journal policies in OJS

- 1. Review and editorial policies
- 2. Open access, copyright, and Creative Commons



1. Review and editorial policies

- Include details about the peer review process, publication frequency, author guidelines, codes of ethics such as statements on plagiarism and conflicts of interest, and editorial statistics
- A few places this information can be added in OJS:
 - Create section headings in <u>About the Journal</u>
 - Create a separate "journal policies" page on the journal website
 - Add Author Guidelines in the Workflow > Submission settings
 - Add Reviewer Guidelines in the Workflow > Review settings

Journal of Plan S Compliance

Current Archives About -

Home / About the Journal

About the Journal

This is a test journal for demonstrating Plan S compliance in OJS.

Peer Review Process

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Publication Frequency

The journal publishes 3 issues per year.

Author Guidelines

Please see the <u>Submissions page</u>

Code of Ethics

Example of review and editorial policies on "About the Journal" page in OJS

Journal of Plan S Compliance

Current Archives Journal Policies About 🗸

Home / Journal Policies

Example of review and editorial policies on a custom "Journal Policies" page in the main navigation in OJS

Journal Policies

Peer Review Process

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Publication Frequency

The journal publishes 3 issues per year.

Author Guidelines

Please see the <u>Submissions page</u>

Code of Ethics

Workflow Se	ttings				
Submission	Review	Publisher Library	Emails	5	Help
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Checklist		Here are some author guidelines, including bibliographic and formatting standards.			
Author Gui	delines				
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Workflow Settings

Submission Review	Publisher Library Emails () He
Setup	Review Guidelines
Reviewer Guidance	
Review Forms	Peer reviewers are required to evaluate the manuscript critically and constructively and to provide valid and informative comments to authors and editors, which will facilitate improvement in their work. The following list of questions can be used as a guideline for peer review. Keep in mind that all
Review guidelines and competing interests statement added in Workflow	the questions will not be applicable to every paper, and that some papers will present other questions not included in this list. Originality and currency
Settings	Competing Interests
	B $I \times^2 \times_2 \mathscr{O}$ 66 $\vdots \equiv \frac{1}{2} \equiv$
	Before reviewing a paper, the reviewer should ensure that there is no conflict of interest present. Although reviews in this journal are double anonymous, it is possible that a reviewer may be able to recognize the identity of an author. In such cases, the section editor should be contacted immediately regarding the conflict of interest so that an alternate reviewer can be assigned.

- Open Access Policy
 - Place your open access statement on the journal site possibly under a section on the About the Journal page
 - [Recommended] Register your self-archiving policy with <u>Sherpa / Romeo</u>

Publisher Policy

Open Access pathways permitted by this journal's policy are listed below by article version. Click on a pathway for a more detailed view.

Published Version [pathway a]	 E None ♀ CC BY PMC E Any Website, Journal Website, +3 	_
🖹 OA Publishing	This pathway includes Open Access publishing	
🛛 Embargo	No Embargo	
1 Licence	CC BY 4.0	
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Publisher Deposit	PubMed Central Europe PMC	journal's self-archiving policy in Sherpa / Romeo
🔁 Location	Any Website Author's Homepage Institutional Repository Named Repository (PubMed Central) Journal Website	
¥∃ Conditions	Copy of License must accompany any deposit. Published source must be acknowledged Must link to publisher version with DOI	

About the Journal

This is a test journal for demonstrating Plan S compliance in OJS.

Peer Review Process

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Publication Frequency

The journal publishes 3 issues per year.

Author Guidelines

Please see the Submissions page

Open Access

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 - For authors: Workflow Settings > Submission > Author Guidelines > Copyright Notice
 - **For readers:** Distribution Settings > License

• Incorporate the CC license in published articles (ie embedded in the PDF)

Journal Policies: Dashboard demonstration

	Workflow Se	ttings								
	Submission	Review	Publish	er Lib	rary	Emails				0 Help
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Submissions page (for authors)			Aut					work	k, with first publication rights granted to Journal of Plan S	
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The submission file is in OpenOffice, Microsoft Word, or RTF document file format.

Where available, URLs for the references have been provided.

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- You have made all reasonable efforts to ensure the accuracy of any factual information contained in the article, and have not falsified data findings.

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Test article to show what a published article looks like in OJS

Sarah Jones

DOI: https://doi.org/10.9876/jpsc.v1i1.239

Abstract

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	Published 2022-07-20
	Issue <u>Vol. 1 No. 1 (2022): Test issue</u>
	Section
	Articles
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Other general policies

- Open access journals may not have a "mirror" / "sister" journal which charges subscriptions
- Journals must be registered with the <u>Directory of Open Access Journals (DOAJ</u>) or in the process of being registered

Journal statistics

- Annual statistics should be published on the journal site and include:
 - Number of submissions \bigcirc
 - Number of reviews requested & received Ο
 - Approval rate 0
 - Average time between submission and publication Ο

- Statistics can be added to
 - About the Journal \bigcirc
 - A separate "Editorial Statistics" [custom] page Ο

Journa Current	al of Pla Archives	an S Complia Journal Policies	nce About -				
current	Archives	journal rollers	About the Journal				
			Submissions				
		Home / Editorial					
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		Editorial s					
		2021					
		Number of submi	ssions: 300				
		Number of review	s				
		- Requested: 234					
		- Received: 189					
		Approval rate: 75%					
		Average time betw	veen submission and publication: 6 months				
		2020					
		Number of submi	ssions: 250				
		Number of review	s				
		- Requested: 190					
		- Received: 175					
		Approval rate: 759	6				
		Average time betw	veen submission and publication: 6 months				

Number of submissions received & acceptance rate

• See Editorial Activity

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1	Submission Review Copyediting Production	on	
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ution	Trends	2022-0	04-20 — 2022-07-19 Y Filters
& Roles	Name	2022-04-20 — 2022-07-	19 Total
	Submissions Received	5	31 (7/year)
tics	Submissions Accepted	1	18 (4/year)
S	Submissions Declined	1	2
ial Activity	Submissions Declined (Desk Reject)	1	2
	Submissions Declined (After Review)	0	0
ts	Submissions Published	1	12 (7/year)
	Other Submissions	1058	1058
istration	Days to First Editorial Decision 💿	64	6
	Days to Accept	0	49
	Days to Reject	64	64
	Acceptance Rate 🛛	0%	58%
	Rejection Rate 😨	100%	0%
	Desk Reject Rate	100%	6%

Number of reviews requested and received

Download Review Report

Number of items in
"Date Notified"
column = number of
reviews requested

Date Assigned	Date Notified	Date Confirmed	Date Completed
2021-02-04 15:18:55	2021-02-04 15:18:55	2021-02-16 17:08:13	
2021-02-04 15:21:42	2021-02-04 15:21:42	2021-02-04 15:26:04	
2021-01-08 12:24:27	2021-01-08 12:24:27	2021-01-08 12:25:13	
2021-01-22 14:21:20	2021-01-22 14:21:20		
2021-01-08 12:27:19	2021-01-08 12:27:19	2021-01-08 12:28:30	
2020-09-25 15:37:27	2020-09-25 15:37:27	2020-09-25 15:37:49	2020-09-25 15:38:10
2020-12-01 17:12:39	2020-12-01 17:12:39	2020-12-01 17:13:00	2020-12-01 17:17:43
2021-01-29 15:48:57	2021-01-29 15:48:57	2021-01-29 15:49:36	2021-02-16 17:09:28
2021-02-04 15:42:33	2021-02-04 15:42:33		
2021-05-06 17:46:28	2021-05-06 17:46:28		
2021-03-16 14:26:33	2021-03-16 14:26:33	2021-03-16 14:28:49	
2021-05-06 17:27:02	2021-05-06 17:27:02	2021-10-29 13:50:38	2021-10-29 13:51:05
2021-05-12 15:04:59	2021-05-12 15:04:59	2021-05-12 15:05:42	
2022-07-11 10:52:48	2022-07-11 10:52:48		
2021-04-28 15:01:23	2021-04-28 15:01:23	2021-04-28 15:03:36	2021-04-28 15:06:23
2021-05-06 17:35:23	2021-05-06 17:35:23	2021-09-29 11:25:29	
2022-03-01 11:26:12	2022-03-01 11:26:12		
2022-04-04 13:35:17	2022-04-04 13:35:17	2022-04-04 13:35:33	2022-04-04 13:36:04
2022-04-06 14:24:53	2022-04-06 14:24:53	2022-04-06 14:56:50	2022-04-06 14:56:50
2022-06-24 14:12:29	2022-06-24 14:12:29		
2022-06-30 09:34:25	2022-06-30 09:34:25		
2021-02-05 13:42:23	2021-02-05 13:42:23	2021-02-05 13:43:39	2021-02-05 13:46:06
2022-07-11 10:51:42	2022-07-11 10:51:42	2022-07-12 13:59:43	
2021-03-15 14:10:09	2021-03-15 14:10:09	2021-03-15 14:11:38	2021-03-15 14:17:48
2021-05-06 17:36:59	2021-05-06 17:36:59	2022-04-19 14:55:28	2022-04-19 14:55:51
2021-05-06 17:47:17	2021-05-06 17:47:17	2022-05-12 15:38:10	2022-05-12 15:38:10
2022-02-14 11:18:46	2022-02-14 11:18:46	2022-02-14 11:20:48	2022-02-14 11:23:34
2022-04-19 15:01:03	2022-04-19 15:01:03	2022-04-19 15:01:18	2022-04-19 15:01:55

Number of items in "Date Completed" column = number of reviews received

Average time between submission and publication

• Download the View report and Articles report

Submissions	Reports
Issues	
Announcements	
Payments	The system generates reports that track the details associated with site usage and submissions over a given period of time. Reports are
	generated in CSV format which requires a spreadsheet application to view.
Settings	PKP Usage statistics report
Journal	• Articles Report - Look for date submitted
Website	• COUNTER Reports
Workflow	Subscriptions Report
Distribution	<u>Review Report</u>
Users & Roles	• View Report
	Look for date published
Statistics	Generate custom report
Articles	
Editorial Activity	
Users	Combine these two columns into a single report
Reports	Combine these two columns into a single report
Tools	
Administration	

Average time between submission and publication

- Calculate the difference between date submitted and date published into a new "days to publication" column
- Calculate an average from the "Days to publication" column

Date Submitted	Date Published	Days from submission to publication
2019-12-10 21:39	2021-09-07 7:00	636.39
2020-12-15 22:31	2021-09-07 7:00	265.35
2020-12-02 1:11	2021-09-07 7:00	279.24
2021-01-23 1:09	2021-09-07 7:00	227.24
2021-01-22 22:18	2021-09-07 7:00	227.36
2021-01-23 0:10	2021-09-07 7:00	227.28
2021-02-05 21:21	2022-05-17 7:00	465.40
2021-03-16 21:18	2022-05-17 7:00	426.40
2021-05-07 0:05	2022-05-17 7:00	375.29
2021-03-15 19:29	2022-05-17 7:00	427.48
2022-02-03 1:26	2022-05-17 7:00	103.23
Average days from submission to publication		332.79

 Plan S requires the use of persistent identifiers for articles, preferably Digital Object Identifiers (DOIs)

Home / Archives / Vol. 1 No. 1 (2022): Test issue / Articles

Test article to show what a published article looks like in OJS

Sarah Jones	PDF
DOI: https://doi.org/10.9876/jpsc.v1i1.239	Published 2022-07-20
Abstract Lorem ipsum dolor sit amet, consectetur adipiscing elit. Sed mattis ex non mi vulputate, ut viverra justo placerat. Praesent neque tellus, pellentesque at purus et, consequat pulvinar purus. Donec eu nisi ultrices, hendrerit orci ac, lacinia orci. Nulla eleifend libero leo, quis dignissim justo dignissim et.	Issue Vol. 1 No. 1 (2022): Test issue Section Articles
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- Purchase a membership with a DOI registration agency, such as Crossref, Datacite, or mEDRA, or use your institutional membership
- Follow the steps to setup the Crossref or Datacite/mEDRA plugins with the credentials provided by the registration agency
- Note: you'll need to ensure that the Publisher and ISSN fields are completed in OJS before you can setup the DOI plugin

rt Plugin			
are required for a successful CrossRef dep	osit.		
	A		
oject	Â		

If you would like to use this plugin to register Digital Object Identifiers (DOIs) directly with CrossRef you will need a username and password (available from <u>CrossRef</u>) in order to do so. If you do not have your own username and password you can still export into the CrossRef XML format, but you cannot register your DOIs with CrossRef from within OJS.

pkptemp

Username

Password

Please note that the password will be saved as plain text, i.e. not encrypted.

OJS will deposit assigned DOIs automatically to CrossRef. Please note that this may take a short amount of time after publication to process (e.g. depending on your cronjob configuration). You can check for all unregistered DOIs.

1

🗹 Use the CrossRef test API (testing environment) for the DOI deposit. Please do not forget to remove this option for the production.

tings	Articles				
Article	25				Q Searc
Select	ID	Author; Title	Issue	DOI	Status
	239	admin: Test article to show what a published article looks like in OJS	<u>Vol. 1 No. 1 (2022):</u> <u>Test issue</u>	10.9876/jpsc.v1i1.239	Not Deposite
		article looks like in 0,5	Test issue	1	- 1 of 1 ite

Validate XML. Use this option for the XML download for the manual DOI registration.

Only validate export. Don't download the file.

Deposit	Export	Mark active

Deposit status:

- Not deposited: no deposit attempt has been made for this DOI.

- Active: the DOI has been deposited, and is resolving correctly.

- Failed: the DOI deposit has failed.

- Marked active: the DOI was manually marked as active.

Only the status of the last deposit attempt is displayed.

If a deposit has failed, please solve the problem and try to register the DOI again.

Save Cancel

Workflow	Publication			0 Help
Status: Unsch	neduled		Preview	Schedule For Publication
Title & Abs		DOI Assign		
Metadata				
• Identifiers				Save
Galleys				
Permission Disclosure				
Disclosure		Assign DOIs in the "Identifiers" area of the		
Issue		Publication tab when publishing a submission		

Article Metadata

• Follow best practices for article metadata, as described in our <u>Metadata</u> <u>Better Practices guide</u>.

For example:

- Ensure metadata on the published article PDF matches the article metadata in OJS
- Use only one language per metadata field
- Review article metadata prior to publishing

Article Metadata

- Information on cOAlition S funding, at minimum the name of the funder and the grant number/identifier.
 - Install the <u>Funding Plugin</u> more information about this later on
- OJS metadata meets Plan S requirements for standard interoperable non-proprietary formats, so no action is needed from journals.
- Plan S requires article metadata to be released under a CC0 Public Domain dedication - add a statement to the About the Journal page or elsewhere on the site.

Open Access

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Preservation options

PKP Preservation Network (PN)

- Free for all OJS journals
- Requires OJS 3.1.2+, an ISSN and at least 1 article published
- For details see the <u>PKP PN guide</u>

Other preservation options:

- <u>Global LOCKSS Network</u> annual fees apply
- <u>CLOCKSS (Controlled LOCKSS)</u> annual fees apply
- <u>Portico</u> annual fees apply, requires OJS 3.1.2+, manual content export needed

icense.	Search Indexing	Payments	Access	Archiving	0 Help
PKP Pre	eservation ·k (PN)	- PKP Preserv	vation Netw	ork (PN)	
LOCKSS and CLOCKSS				work (PN) provides free al that meets a few basic	
		View the <u>plug</u> PN.	<u>in settings</u> t	o accept the terms of us	e for the PKP
		Enable the	e PKP PN plu	igin	

Persistent identifiers for authors - ORCID [Recommended]

ORCID iD plugin for OJS 3.1.2+:

- Displays ORCID iD next to contributor's name on • article page
- Can send manual or automatic requests to • contributors to authenticate their ORCID iDs
- Sends article metadata to contributor's ORCID • record [Member API required]
- See ORCID iD plugin for setup details

Heather Buchansky

University of Toronto

https://orcid.org/0000-0002-7958-3928

Contributor's ORCID iD displayed on article page

ORCID Profile Plugin

Please configure the ORCID API access for use in pulling ORCID profile information into user and author profiles and updating connected ORCID records with new publications (only for ORCID Members).

×

ORCID API Settings

The ORCID API was configured globally by the host. The following credentials have been saved.



Review Location settings

Select City, Country for enabling sending reviewer information to ORCID

Canada	~
Country	
Toronto	
City	
E-Mail Settings Send e-mail to request ORCID authorization from authors when an article is accepted ie. sent to copy editing	
ORCID request log	

Select the amount of logging output written by the plugin

All

Persistent identifiers for organizations - ROR [Recommended]

ROR plugin for OJS 3.2+:

- Allows to look up contributor affiliation in the ROR registry
- Displays contributor's ROR affiliation on article page
- See ROR plugin for details

Manjula Ribeiro University of Pisa ROR

Contributor's ROR affiliation displayed on article page

Edit Contributor

Name

Majula	Ribeiro
Given Name *	Family Name

×

Please provide the full name as the author should be identified on the published work. Example: Dr. Alan P. Mwandenga

Preferred Public Name

Contact

mribeiro@gmail.com

Country

Italy	~
Country *	

User Details

Homenage	LIRI

See below to request authenticated ORCID iD

ORCID iD

Look up University of Pisa [https://ror.org/03ad39j10] contributor's University of Pisa [https://ror.org/03ad39j10] × Search ror.org affiliation Affiliation

Persistent identifiers for funders [Recommended]

Funding plugin for OJS 3.2+:

- Adds Funding data section to submission metadata & production tab
- Looks up funder name & DOI in Crossref registry
- Displays funder name and grant number(s) on article page
- See Funding plugin for details

Add funder	>
Natural Sciences and Engineering Research Council of Canada [http://dx.doi.org/10.13039/50110	0000038] ×
Funder name and identification	
1234567 × 7654321 ×	
Grant numbers	
Save Funder lookup during Submission or Production	



 Natural Sciences and Engineering Research Council of Canada Grant numbers 1234567;7654321

Funder information displayed on article page

Full text JATS XML publishing [Recommended]

Upload an externally created XML galley and use an XML viewer within OJS:

- <u>eLife Lens Reader</u> displays JATS XML as HTML galley files, with limitations
- <u>JATSParser plugin</u> displays XML files on the reader front end, with limited support for JATS tags

Options/tools for XML creation & editing:

- Outsource to a professional typesetter
- See a comprehensive list of other tools in the <u>Who is Who in JATS report</u> (2019)
 - UPD: Texture and Open Typesetting Stack are no longer in development
 - These tools require technical expertise to use; some may be in beta

Repository Direct Deposit & OpenAire compliance [Recommended]

• SWORD plugin for OJS 3.1+

- Facilitates metadata + full text deposit of OJS articles to SWORD-enabled repositories (e.g. DSpace-based repositories)
- OpenAire plugin for OJS 3.1+
 - Adds oai_openaire_jats metadata format to the OAI-PMH feed for passive harvesting
 - Adds COAR Resource Type vocabulary drop-down to journal section details
 - You can additionally share funding data via the <u>Funding plugin for OJS3</u>
 - Journal needs to register with OpenAire. For detailed steps see the OpenAire plugin page

Type of articles published in this section

Choose One

For better OpenAIRE compliance, uses COAR Resource Type Genres <u>http://vocabularies.coar-</u> <u>repositories.org/documentation/resource_types/2.0.draft/</u>

COAR Resource Type drop-down added to journal section for OpenAire compliance

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Link to externally available research data [Recommended]

- Add the link to external research 1 data as a remote galley
- Forthcoming Dataverse Plugin will 2. allow authors to deposit data into a Dataverse repository upon submission, and link to it *(currently*) *in development*)

Create New Galley

Galley Label * Data Typically used to identify the file format (e.g. PDF, HTML, etc.). * English

Language *

This galley will be available at a separate website.

v

https://doi.org/10.5281/zenodo.3723939

URL of remotely-hosted content

×

Open citation data [Recommended]

For CrossRef members:

- 1. Set your citations to "open"
 - Since 2017, all new members' references are "open" by default
 - Earlier members can <u>check that their journal's references are set to "open"</u>; if not change this setting with Crossref
- 2. Submit your references to Crossref
 - Use the <u>Crossref Reference Linking plugin</u>
 - The plugin will deposit references to Crossref and check for existing DOIs
 - There is no additional charge to Crossref members for using the plugin

Where to find further information

- Plan S Compliance in OJS Guide
- PKP documentation
- PKP Community Forum

Questions?