

Guidelines for publishing on the platform «UiS: Open Journals»

In collaboration with the IT-department, the University library operates the platform «UiS: 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 guidelines apply for publishing in «UiS: 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. The creation of new journals must be professionally / scientifically substantiated and approved by the scientific department / department management. Journals should be affiliated with UiS in that the editor, one or more of the editorial staff and / or administrative staff are employed at UiS. A new journal must not thematically duplicate an already existing journal.
 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. The journal must have a realistic publishing policy, and annually publish at least five peer-reviewed articles. This is in line with the requirements of the Directory of Open Access Journals (DOAJ). This requirement only applies to journals, not series.
 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 University library, via the library director, is responsible for approving new journals on the platform.
 8. 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.
 9. 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.
 10. 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.

11. The University library may remove a journal from the platform if the guidelines are not followed, after a warning has first been issued.