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Open Access E-Journal Hosting Agreement

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Open Access E-Journal Hosting Agreement

1. The University of South Florida Libraries advances scholarly communications and supports open-access academic publishing initiatives.
2. [NAME OF PUBLISHER] (the “Publisher”) publishes the e-journal [JOURNAL TITLE HERE] (ISSN [IF AVAILABLE]) (the “e-journal”).
3. The parties have complementary objectives and values in undertaking this project to create, preserve, and disseminate online scholarly information. The parties agree as follows:
 - a. The USF Libraries will:
 - i. make the contents of the e-journal available free of charge via the Internet or any subsequent technology for as long as this agreement remains in force;
 - ii. provide password access to the USF Libraries’ repository, hosted on the bepress Digital Commons platform, to allow the Publisher to manage (i.e. submit, edit, and publish) e-journal content;
 - iii. strive, in the absence of unforeseen technical difficulties and routine maintenance, to provide 24/7 access to the “e-journal” and its contents;
 - iv. submit content to relevant sources for indexing once those are determined;
 - v. digitally archive all e-journal content produced under this agreement;
 - vi. register article DOIs with Crossref. Crossref is the registration agency that connects the DOI to the appropriate resource. The USF Libraries will continue to send information to Crossref so that all DOIs continue working; and
 - vii. provide consultation support to the editors. If editors have questions on open access best practices in publishing, please email digitalcommons@usf.edu.
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 - iii. provide documentation describing the ejournal’s scope, accepted article types, policies governing the peer-review process, a summary of author rights and responsibilities, manuscript submission requirements, style guides, and other matters pertaining to e-journal administration;
 - iv. contribute, edit, and subject to peer-review all e-journal content covered under this agreement, including creating and publishing issues and articles in the bepress system;

- v. add DOIs to references for each article;
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5. Authorized signatures.

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_____	tchavez@usf.edu
Email Address	Email Address
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