

WILEY

Authors' Workflows

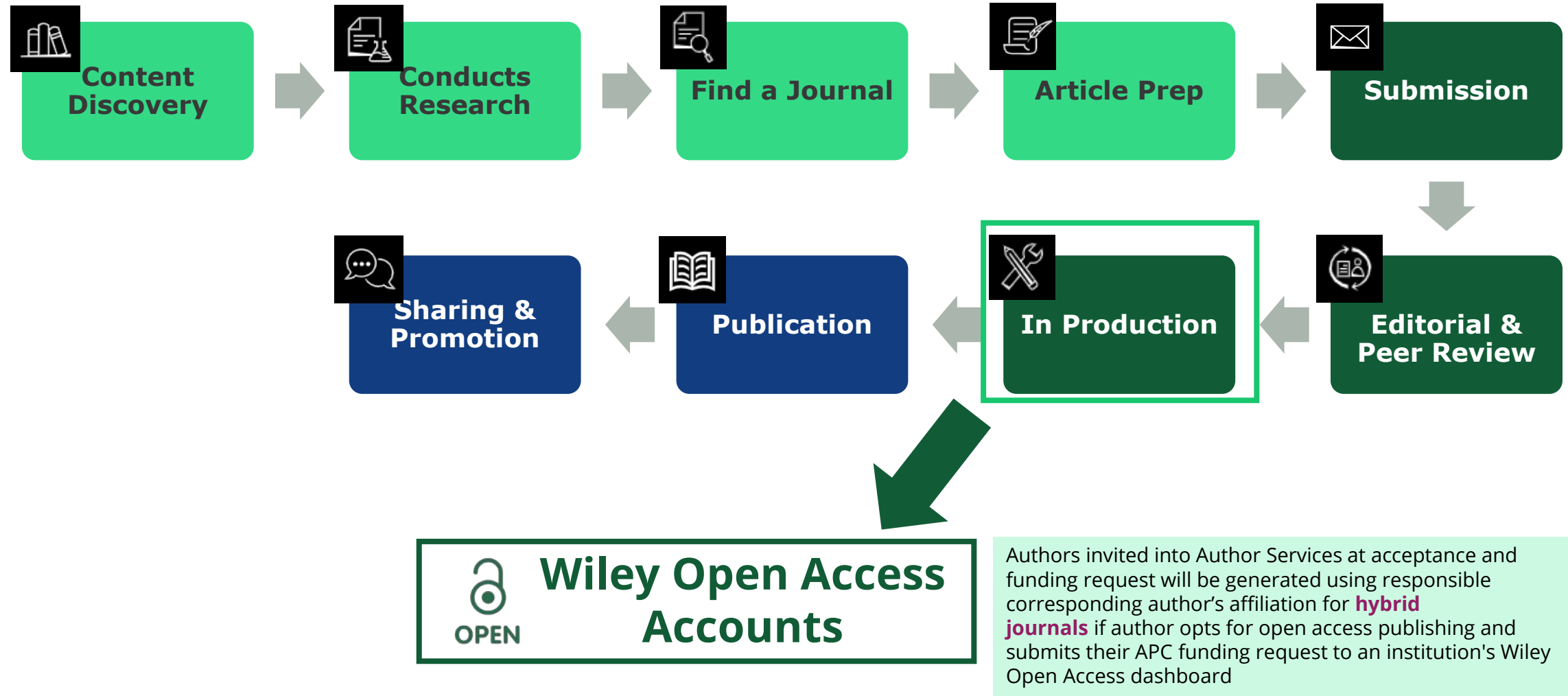


WILEY

Authors' Workflow for Wiley Hybrid Journals



Author Journey for Wiley Hybrid Journals



Invitation Email

Customized Text for CARE CRUI members

Wiley and CARE-CRUI, have an agreement to cover the cost of your open access publishing. Visit our [Institutional & Funder Payments page](#) to find out what type of APC coverage is available from your institution.

In Production: Your article accepted in <journal title>

Dear Author,

Article ID: <article ID>

Article DOI: <DOI>

Journal: <journal title>

Congratulations on the acceptance of your article for publication in <journal title>.

Your article has been received and the production process is now underway. We look forward to working with you and publishing your article. Using Wiley Author Services, you can track your article's progress.

Wiley and CARE-CRUI, have an agreement to cover the cost of your open access publishing. Visit our [Institutional & Funder Payments page](#) to find out what type of APC coverage is available from your institution.

Please click on the link below to login using <email>:

<https://authorservices.wiley.com/home.html>

If applicable, a list of available actions will appear below – check out your Author Services Dashboard for all actions related to your articles.

Sign your license agreement (REQUIRED)

Track your article's progress to [publication](#)

Submit an [OnlineOpen](#) order to make your article open access. Hint: Your open access publication fees may be covered by your institution or funder. [Learn more.](#)

Access your published [article](#)

Invite your colleagues to view your published [article](#)

If you need any assistance, please click here to view our Help section.

Sincerely,

Wiley Author Services

Author Services Invitation

Invitation

Authors are invited to Author Services when their article has been accepted by a journal, regardless of institutional affiliation.

To begin the author workflow for the article, they click on the 'Manage article' button.

WILEY Home My Dashboard Authors ▾ Reviewers ▾ Editors ▾ Help ▾

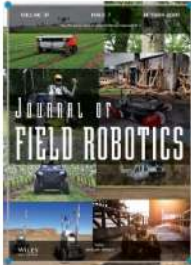
My Articles Communication History Order History My Author Profile

My Articles [Articles missing?](#)

Filter my articles 35 articles

Q Filter my articles by title, journal or DOI

Action required

 Journal of Field Robotics

Test article

DOI: 10.1002/rob.23166

Status: In Production

Manage article

Find a home for your next article

Wiley partners with the world's best research leaders and organizations to publish hundreds of top-tier journals.

[Find a journal](#)

Author news delivered straight to your inbox

Sign up to receive important and relevant news for authors:

- Your article metrics reports
- New journal launches in your field
- Wiley's author update with news and services that can help you elevate the impact of your research

[Sign me up](#)

[Help](#)

Manage Article

Author Services Dashboard

Any articles requiring actions will be automatically featured on the top of the list; old articles after those with actions required.

'Manage article' button kicks off the process.

Manage this article



International Journal for Numerical Methods in Biomedical Engineering

Test Article

DOI: 10.1002/cnm.38605

Status: In Production

Required Actions



Sign license

Please sign your license for your article to be published.

Continue Signing License →



Review Open Access eligibility



Article is eligible for Open Access coverage through your institution

Wiley and National Institute of Technology Calicut, have an agreement to cover the cost of your open access publishing. Visit our [Institutional & Funder Payments page](#) to find out what type of APC coverage is available from your institution. For more details, please contact: librarian@nitc.ac.in.

Select open access →

Publication History



Accepted
September 5, 2022



In Production
See required actions for next step

Help with this article

For help with your license or ordering open access, please visit our [FAQ page](#) or start a chat with Customer Support by clicking the Help icon below.

Steps for authors to benefit from agreement

Manage article: Authors are invited to Author Services when their article has been accepted by a journal, regardless of institutional affiliation. From there, they can manage their article.

Confirm author roles: The author list will show all authors from the manuscript. You get to indicate who is the corresponding author and responsible corresponding author, who drives this process.

Confirm funders and affiliations: The author is presented with reported funders and affiliations (if provided at submission) and is given an additional option to add/edit any. The platform will help authors select their affiliation if missing and will alert them of the eligibility.

Confirm copyright: Author is presented with the Copyright Ownership selection.

Open Access confirmation: Author is presented with the choice of publishing their article in open access.

License Agreement: If open access is selected, the author is asked to select a Creative Commons license dependent on funding source(s) reported and journal license permissions.

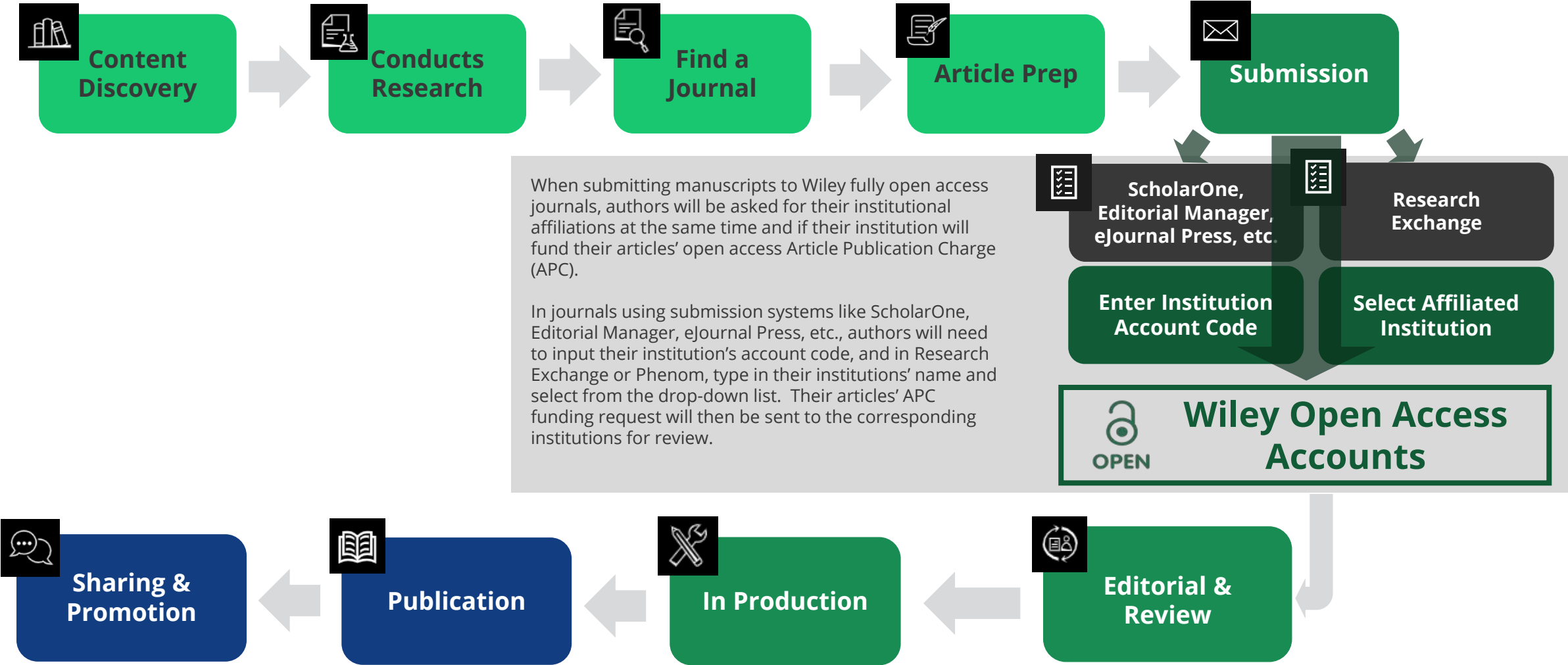
Signing: The next step is license signing and confirmation.

WILEY

Authors' Workflow for Wiley Fully Open Access Journals



Author Journey for Wiley Fully Open Access Journals



WILEY

**Authors' Workflow
for Submissions
through
ScholarOne,
Editorial Manager,
eJournal Press, etc.**





Step 1:

Author submits manuscript to Open Access Journal and indicates affiliation with Wiley Open Access Account in payment question

Submission to Open Access Journals

(via ScholarOne, Editorial Manager, eJournalPress, etc)

Submission to OA journal

Authors will be presented with a payment question during manuscript submission.

They will indicate their affiliation with a Wiley Open Access Account.

Submission

- Step 1: Type, Title, & Abstract >
- Step 2: File Upload >
- Step 3: Attributes >
- Step 4: Authors & Institutions >
- Step 5: Reviewers >
- Step 6: Details & Comments >
- Step 7: Review & Submit >

Payment Options

Upon submission of your manuscript, you'll need to select **one** of the **three** payment options.

Please note that funding, discounts and waivers will only be awarded if the CORRESPONDING Author qualifies. Therefore it is essential that you have correctly flagged the Corresponding Author on the "Authors & Institutions" submission step.

Depending on the Corresponding Author's institutional affiliation or funding source:

1. **The Corresponding Author's institution or funder has an existing agreement with Wiley and may pay the Article Publication Charge from this account on behalf of the author, or offer a discounted APC.**

Use our [Account Code Finder Tool](#) to check if the Corresponding Author's institution or funder has an agreement with Wiley that may pay your Article Publication Charge or offer a discounted APC. If their institution or funder is listed, choose this option.

2. **The Corresponding Author (or their institution) will pay directly or will arrange payment (request an invoice) for the APC.**

Select this option to pay or to arrange payment for the Article Publication Charge. Choose this option if the institution requires an invoice for payment. You can pay by credit card, invoice or proforma. If you choose this option, you may also be eligible for certain discounts from the "Discounts That May Apply" section.

3. **The Corresponding Author is from a country on the [Wiley Open Access Automatic Waiver List](#) and may be eligible for an automatic waiver of the Article Publication Charge.**

If the Corresponding Author is from a country that appears on the list linked to above, select the Automatic Waiver option.

Choose a Payment Option

1. **The Corresponding Author's institution or funder has an existing agreement with Wiley and may pay the Article Publication Charge from this account on behalf of the author, or offer a discounted APC.**

☐ Click here to access the [Account Code Finder Tool](#). Follow the directions on the page and enter the institution's code in the field below.

Please enter institution code here:

0 OUT OF 4 CHARACTERS

Enter the Grant/Project Number if the institution or funder requires this information:

2. **The Corresponding Author will pay directly or will arrange payment (request an invoice) for the Article Publication Charge.** (Select from the dropdown menus below for any applicable discounts.)

3. **The Corresponding Author is from a country on the [Wiley Open Access Automatic Waiver List](#) and requests an Automatic Waiver of the Article Publication Charge for this article.**

☐ Editorial office comments (internal use):

Wiley Open Access Account Codes

Wiley Open Access Account Codes

Authors will search for their institution and then copy and paste the code into the appropriate field in the manuscript submission system.

Find Journal	Prepare	Submission & Peer Review	Licensing	Open Access	Publication	Promotion
--------------	---------	--------------------------	-----------	-------------	-------------	-----------

Wiley Open Access Account Codes

You've been directed to this page because you indicated that a third party may be paying for your article publication charge.

To check your eligibility, please use the dropdown menus below to find your affiliated institution or funder. If your institution or funder isn't listed, it does not currently have an active Wiley Open Access Account and you'll need to select a different payment option in the manuscript submission system.

Select your country:

Hungary ▼

Select your account:

- Budapest University of Technology and Economics (Pays 100% of APC for primary research and review articles)
- Central European University (Pays 100% of APC for primary research and review articles)
- Corvinus University of Budapest (Pays 100% of APC for primary research and review articles)
- Eotvos Lorand University (Pays 100% of APC for primary research and review articles)
- MTA Centre for Agricultural Research (Pays 100% of APC for primary research and review articles)
- MTA Research Centre for Natural Sciences (Pays 100% of APC for primary research and review articles)
- Pazmany Peter Catholic University (Pays 100% of APC for primary research and review articles)
- Semmelweis University (Pays 100% of APC for primary research and review articles)
- Szent Istvan University (Pays 100% of APC for primary research and review articles)
- University of Debrecen (Pays 100% of APC for primary research and review articles)
- University of Pecs (Pays 100% of APC for primary research and review articles)
- University of Szeged (Pays 100% of APC for primary research and review articles)
- University of Veterinary Medicine (Pays 100% of APC for primary research and review articles)

Wiley Open Access Account Codes

Wiley Open Access Account Codes

Authors will search for their institution and then copy and paste the code into the appropriate field in the manuscript submission system.

Find Journal	Prepare	Submission & Peer Review	Licensing	Open Access	Publication	Promotion
--------------	---------	--------------------------	-----------	-------------	-------------	-----------

Wiley Open Access Account Codes

You've been directed to this page because you indicated that a third party may be paying for your article publication charge.

To check your eligibility, please use the dropdown menus below to find your affiliated institution or funder. If your institution or funder isn't listed, it does not currently have an active Wiley Open Access Account and you'll need to select a different payment option in the manuscript submission system.

Select your country:

Select your account:

Based on your selections above, this is your institution's Wiley Open Access Account code.

Click on the button below to copy this code. When asked for your code in the manuscript submission system, please paste it into the specified field (CTRL+V or right-click and paste).



Step 2:

After approval, author receives notification that their request to use the Wiley Open Access Account has been approved

Request Approval Provided

Request Approval

Authors will receive an email confirmation that their request to use the Wiley Open Access Account had been approved.

Dear Author,

I am responding to your request for your institution or funder to pay the article publication charge for the following manuscript submitted to Test Journal:

Article Title:

Manuscript ID:

Article Publication Charge:

Institution/Funder Name:

Funder Grant Number Provided:

Your payment request has been accepted by the institution or funder.

If your manuscript is accepted for publication in Test Journal, you will not personally be asked to pay the article publication charge. If you have questions about the status of your manuscript, please contact the Editorial Office.

Thank you for submitting your manuscript to Test Journal.

Sincerely,
Wiley Open Access



Step 3:

When article is accepted, author signs license agreement. No payment steps are necessary.

Author Services dashboard

Author Services Dashboard

The author will be asked to sign a license agreement.

No payment steps are necessary since the article publication charge has already been approved by the institutional account.

The screenshot displays the Wiley Author Services dashboard. At the top, the Wiley logo is followed by navigation links: Home, My Dashboard, Authors, Reviewers, Editors, and Help. A search bar and a user profile icon are on the right. Below the navigation bar, a secondary bar contains 'My Articles' (highlighted), 'Communication History', and 'Order History'. On the far right of this bar is a link to 'My Author Profile'. The main content area is titled 'My Articles' and shows '2 articles'. A filter box allows searching by title, journal, or DOI. A red banner labeled 'Action required' highlights a specific article from 'Cancer Medicine'. The article title is 'A correlation research of Ki67 index, CT features, and risk stratification in gastrointestinal stromal tumor'. It is marked as 'Open Access' and has a DOI of <https://doi.org/10.1002/cam4.1737>. The status is 'Published'. A red 'Manage Article' button is highlighted with a blue border. To the right of the article list is a sidebar with the heading 'Find a home for your next article', a brief description of Wiley's partnerships, and a 'Find a journal' button.

WILEY Home My Dashboard Authors Reviewers Editors Help

My Articles Communication History Order History My Author Profile

My Articles Articles missing?

Filter my articles 2 articles

Filter my articles by title, journal or DOI

Action required

Cancer Medicine

A correlation research of Ki67 index, CT features, and risk stratification in gastrointestinal stromal tumor

Open Access

DOI: <https://doi.org/10.1002/cam4.1737>

Status: Published

Manage Article

Find a home for your next article

Wiley partners with the world's best research leaders and organizations to publish hundreds of top-tier journals.

Find a journal

WILEY

Authors' Workflow for Submissions through Research Exchange



Submission to Open Access Journals (via Research Exchange)

Match Organizations

Help us find the organization that best matches each affiliation that you provided. We will use the best match from our database to determine if your manuscript is eligible for special benefits.

Your selections are for internal purposes and will not be published.

✓ Matched

Bath Spa University

What will be published

You confirmed from your manuscript:

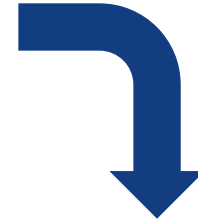
Bath Spa University

If accepted for publication, your affiliation will be published as shown above.

Choose best match

☒ BATH SPA UNIVERSITY
BATH, UNITED KINGDOM

☐ BATH SPA UNIVERSITY GRADUATE SCHOOL
BATH, UNITED KINGDOM



Institutional Affiliations

For journals using the ReX submission system, instead of institution account codes, authors will simply be asked to type in and select their affiliated institutions to claim eligibility for institutional funding coverage for open access publishing where applicable.

Open Access Discounts

APC coverage, discounts, and waivers are only applied if the corresponding author is eligible

Discounts this submission is eligible for

If you're eligible for multiple discounts, the highest available discount will apply



Open access APC discount or coverage

Because the corresponding author **Emily Bae** is associated with **Albion College**, this submission may be eligible for the Article Publication Charge (APC) to be discounted or entirely covered. If accepted, Wiley will contact you with further instructions.

[Learn more about institutional discounts and coverage](#)

WILEY



Resources

For administrator and authors

[Oable Training Hub](#)

- User guide, FAQ, translations and videos.

Also available:

- [Open Access for Librarians](#)
- [Funder Agreement](#)

The screenshot displays the Oable Training Hub website. At the top, the WILEY logo is on the left, and a navigation menu includes HOME, TRAINING RESOURCES, WEBINARS, OPEN ACCESS RESOURCES, ABOUT US, and STAY IN TOUCH. Below the navigation bar, the section is titled "OABLE TRAINING HUB" with a brief description: "Oable is a new service to seamlessly approve, pay and manage Open Access agreements and publications. Learn all about it here." A tab labeled "Getting Started" is active. Below this, there is a grid of eight cards. The first card is "Oable User Guide" with an image of a hand holding a compass. The second is "Key Benefits of Oable" with an image of a child. The third is "What's New: Reviewing Funding Requests WOAAD vs. Oable" with an image of a document. The fourth is "What's New: Searching Your Activity WOAAD vs. Oable" with an image of a person using binoculars. The fifth is "What's New: Generating Reports WOAAD vs. Oable" with an image of a person in a field. The sixth is "What's New: Gold/Hybrid Accounts Management WOAAD vs. Oable" with an image of a scale. The seventh is "Have a question or need help?" with a "CONTACT US" button and an image of a plant. The eighth is "Questions about the migration?" with a "CHECK OUR FAQ" button and an image of a butterfly. Below the grid, a tab labeled "Find Answers to Common Questions" is active, showing a row of four small image thumbnails.