## OPEN ACCESS PUBLIKÁLÁS a Springer Nature kiadó Fully OA lapjaiban

Semmelweis Egyetem Központi Könyvtár



# Támogatás

A Springer Nature kiadó Fully OA lapjaiban való központi támogatást a Semmelweis Egyetem kutatói, oktatói és hallgatói igényelhetik

A támogatás mértéke 100%.



# Feltételek

### Személyi feltétel:

A levelező szerző affiliációja a Semmelweis Egyetem.

### Választott lappal szembeni követelmény:

A választott lap rajta van a támogatott folyóiratlistán ellenőrizhető: <u>https://lib.semmelweis.hu/folyoirat\_katalogus/advanced?oaSupportID=5</u>)

### Publikációval szembeni követelmény:

- Eredeti közlemények (Original Article, Original Research, Research Paper)
- Összefoglaló cikkek (Review Article)
- Rövid közlemények (Case Report, Brief Communication)
- Continuing Education (A továbbképzés szerves részét képező cikk, általában orvostudományi területen)







# A támogatás folyamata

- 1. A kézirat beküldése előtt információgyűjtés, lap kiválasztása (Kérdés esetén: <u>ejournals@semmelweis-univ.hu</u>)
- 2. A kézirat feltöltése a Kiadó szerkesztőségi rendszerébe
  - a folyóirat szerkesztői értékelik a kéziratot
- 3. A cikk elfogadása/elutasítása
- 4. A kiadó értesítést küld a Központi Könyvtárnak az elfogadott cikkről
- 5. Támogatási jogosultság ellenőrzése
- 6. Központi Könyvtár visszajelez a kiadónak a támogatásról
- 7. Levonják az APC-t a keretünkből
- 8. Szerzők értesítése a támogatás lezárásáról.



# A támogatás menete a BMC lapjaiban



## A kézirat feltöltése a Kiadó szerkesztőségi rendszerébe I.

### **BMC – Editorial Manager regisztráció**

A BMC lapjaiba való feltöltést az Editorial Manageren keresztül lehet elvégezni.

Regisztráció: https://www.editorialmanager.com/bmrs/default1.aspx

#### Figyelem!

Kérjük ORCID-dal történő regisztráció esetén ellenőrizzék, hogy a Semmelweis Egyetem kerüljön az első helyre, mivel az Open Access támogatásunk legfontosabb feltétele, hogy a publikáción első helyen a Levelező szerző Semmelweis-es affiliációja szerepeljen.

#### Javasoljuk

Egyetemi IP című gépről dolgozni és Semmelweis-es email címet használni, hogy a Kiadót segítsük az Affiliáció beazonosításában.

oose a Registration Meth Retrieve your details fro	m the ORCID registry:
Or type in your details a	nd continue to register without using ORCID:
Given/First Name*	Minta
Family/Last Name*	Mária
E-mail Address*	minta.maria@semmelweis-univ.hu Continue >>
WARNING - If you think you Reviewer, or Editor) in this s delays or prevent the proce Insure if you are already re f you are registering again thanges must be made to y	a already have an existing registration of any type (Authorsystem, please DO NOT register again. This will cause ssing of any review or manuscript you submit. If you are gistered, click the 'Forgot Your Login Details?' button. because you want to change your current information, our existing information by clicking the 'Update My public for up our power how to perform those functioner.

## A kézirat feltöltése a Kiadó szerkesztőségi rendszerébe II. (BMC – Editorial Manager)

Regisztrációját véglegesítve bekerül a rendszerbe, és feltöltheti a publikációt.

### **Confirm Registration**

lease confirm the followi	ng very important information:
Given/First Name:	Minta
Family/Last Name:	Mária
Username:	Minta Mária
E-mail Address:	minta.maria@semmelweis-univ.hu
Country or Region:	Hungary
Please click on the privacy V * I acknowledge that otherwise processed	policy links below and then check the box. my personal information will be accessed, used and I in accordance with the Publisher's Data Use Privacy Policy

If the information is correct and you wish to complete this registration, click the 'Continue' button below.

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## A kézirat feltöltése a kiadó szerkesztőségi rendszerébe III. (BMC – Editorial Manager)





## A publikáció kiadó általi szakmai elfogadását követő lépések

A kiadó emailben jelzi a publikáció elfogadását, és kéri Önt, hogy véglegesítse a feltöltést.

### További teendők:

- 1. Jelentkezzen be az Editorial Managerbe a regisztrációs adataival
- Válassza a "Főmenű" (Main menu) "Új beadványok" (New submissions) fülön a "Befejezetlen beadványok" (Incomplete submissions) linket.
- 3. Válassza az "Műveletek" (**Action links**) fülön a "Beadvány szerkesztése" (**Edit submission**) linket és Ismételje meg a beadás véglegesítésének lépéseit.

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	Pa	ge: 1 of 1 (1 total submissions)		Display 10	👻 results per p	bage.

<< Author Main Menu



## **APC payment agreement page**

### A kiadó válasz-emailjében válassza a "Publikációs költségek megtekintése" linket és erősí<del>tse</del> meg beleegyezését

Az Open Access publikációhoz, a kiadó kéri a szerző kötelezettségvállalását arra vonatkozólag, hogy az APC biztosan ki lesz fizetve.

A kiadóval kötött megállapodás szerint az APC-t a Semmelweis Egyetem központi kerete fedezi, így a szerzőnek nem kell majd fizetnie.

Kérjük az első opciót bejelölni az Open Access támogatásért.

- I accept responsibility for paying the £1,890/US\$2,690/C2,190 processing charge on this article or believe that I am covered by a Springer Nature Open Access agreement
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  - Select institution from a list

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# A támogatás menete

## A Nature Fully OA Springer lapok esetén



## A kézirat feltöltése a kiadó szerkesztőségi rendszerébe I.

A Nature lapjaiba való feltöltést a "manuscript tracking system" rendszeren keresztül lehet elvégezni. **Regisztráció:** <u>https://mts-nature.nature.com/cgi-bin/main.plex</u>

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	tracking system home submission guidelines reviewer instructions help journal home	My Account → Personal Profile
If you are a first-time user please read our instructions for referees before logging in. Please   If you experience any problems, please contact the Plaform Support Helodesk.   Persone information and neffecces' website for information about and links to policies,   Login   Register for an accourd   Register for an accourd   Every constructions to a table processing thread use proces	Welcome to the <b>Nature</b> online manuscript submission and tracking system. Please be sure that your browser is set to accept cookies, as our tracking system requires them for proper operation.	(* = mandatory fields)
If you experience any problems, please contact the Platform Support Helpdesk.   Perieses ex Nature Research's author and referees' website for information about and links to policies,   Login Name   Password   Register for an accource   Export my login details   Note: passwords are case sensitive.   It is a fransformative open access fournal. Authors can choose to publish using ether the subscription publishing rote on a strice processing charge (APC).   Forgot my login details   Notar is a Transformative open access fournal. Authors can choose to publish using ether the subscription publishing rote on a strice processing charge (APC).   Ford throw out Transformative lournal   Mather requires in find the requires immediate open access fournal. Authors can choose to publish using ether the subscription publishing rote on a strice processing charge (APC).   Ford throw out Transformative lournal   Mather requires informative lournal bus to not interve the possible, For author subscription publishing rote on a strice processing charge (experiment of an article-processing charge (experim	If you are a first-time user please read our <u>instructions for authors</u> or <u>instructions for referees</u> before logging in. Please note that passwords are case sensitive.	ORCID <u>Create/link an Open Researcher Contributor ID(ORCID)</u>
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Before submitting a manuscript, please gather the following information:

- All Author
  - First and Last Names
  - Postal Addresses
  - Work Telephone Numbers
  - E-mail Adresses

#### In addition, all Manuscript details:

- Covering Letter
- Title and Running Title (you may copy and paste this from your manuscript)
- Abstract (you may copy and paste this from your manuscript)
- Manuscript files in Word, WordPerfect, Text, or RTF format.
- Figures/Images in external files in TIFF, or JPG in either gravscale or CMYK colour, not in RGB.
- Tables in Excel, TIFF or JPEG, or embedded with the text of the Word/WordPerfect/RTF format manuscript (embedding is not possible if your text is being submitted in plain text/TXT).
- Contact information (e-mail address and institution) of desired peer reviewers (if any).

NB Never embed the figures/images within the text from word processing software as embedded figures/images are not acceptable for production. Non-tabular supporting data submission (where applicable) must be as XLS spreadsheet.

The manuscript submission process is broken down into a series of 4 primary tasks that gather detailed information about your manuscript and allow you to upload the pertinent text and figure/image files. The sequence of screens is as follows:

1. The 'Files' primary task allows you to select the actual file locations (via an open file dialogue). You will be able to 'Browse' for the relevant files on your computer. Please include the figure number in the title line for each figure. On the completion screen, you will be asked to specify the order in which you want the individual files to appear in the merged document. Editors and/or reviewers will also be able to look at the individual PDF files if necessary.

. . .

4. The 'Submit' primary task is the last step in the manuscript submission process. At this stage the Manuscript Tracking System will perform a final check to ensure that all mandatory fields have been completed. Any incomplete fields will be flagged by a red arrow and highlighted by a red box. Click on the 'Fix' link to return to relevant section for completion. Once your manuscript has been finalised, click on the 'Approve Submission' button to submit your manuscript for consideration. A 'Manuscript Approved' message will display on your author desktop to confirm the submission.

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EGYETEM 1769



### A kézirat feltöltése a kiadó szerkesztőségi rendszerébe II.

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acking system home	author instructions	reviewer instructions	🕐 help	tips 🗵 logout	journal home

#### Author Instructions

- The manuscript submission process consists of 4 primary tasks: 1. Files, 2. Manuscript Information, 3. Validate, 4. Submit. You will need to complete the primary tasks in the correct order.
- · You will have the opportunity to make changes to your submission until you click the 'Approve Manuscript' button on the 'Approve Manuscript' tab.
- · To save a draft version of your manuscript to complete at a later stage, click on the 'Save and Exit' button. You will then return to your author desktop

PLEASE NOTE: Authors submitting a revised manuscript after review must include two versions: (1) a marked up manuscript that highlights changes made in response to the reviewers' comments in vellow, labelled as Revised Manuscript - Marked up file type and (2) a 'clean' (non-highlighted) manuscript, labelled as Article file.

- Still confused? Click here for further instructions on how to complete the manuscript submission process.
- NOTE: \* indicates a required Field

#### 1. Files 2. Manuscript Information 3. Validate 4. Submit



Complete

#### eJournalPress

## Megerősítő link

Miután a levelező szerző cikkét elfogadták publikálásra kap emailben egy linket, hogy igazolja az affiliációt a Springer Nature szerkesztőségi rendszerén keresztül.

> Az oldalon a szerző az üres mezőbe gépelje be a

"Semmelweis University (SE) Budapest | Hungary"-t

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Please enter your affiliation below (in English) to see if you are eligible.	Speech synthesis from neural decoding o spoken sentences
	Article ID 10.1080/07434618.2018.1556730
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	Journal Name
	Nature

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## Affiliáció ellenőrzése

## Ha a rendszer egyezést talál a "Szerzői Affiliáció" és a szövegdobozban szereplő

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Article title Speech synthesis from neural decoding of spoken sentences Article ID 10.1080/07434618.2018.1556730 Manuscript type Article Journal Name Nature

## jelzi, hogy a szerzőnek várnia kell, ameddig az intézményi adminisztrátor jóváhagyja az affiliációt.



## Véglegesítés Miután az intézményi adminisztrátor jóváhagyta, a szerző emailben és a szerkesztői oldalon is kap egy értesítést a támogatásról

#### SPRINGER NATURE **Editorial System** Verify your affiliation Verification complete Progress O Affiliation Dear István Kovács O In progress Your article is eligible and has now been approved for the full coverage of the article-processing charge (APC) as part of your institution's agreement. Find out more about your institution's agreement with 💟 Complete Springer Nature. Your article will now be published at no cost to you. Your article Article title Semmelweis University (SE) (Budapest | Hungary) 1

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Article title Speech synthesis from neural decoding of spoken sentences Article ID 10.1080/07434618.2018.1556730 Manuscript type Article Journal Name Nature



## HIBA esetén

A szerző egy email értesítést kap, amely az APC befizető oldalára irányítja tovább. Ez az oldal nem jelenik meg, ha az előbbi pont szerint már elfogadták a cikkét.

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Verification complete	Progress
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### **FIGYELEM:**

Amennyiben a benyújtott cikk nem felel meg az Open Access megállapodásnak a szerző köteles az APC megfizetésére. Ennek elkerülése érdekében kérjük szerzőinket, körültekintően járjanak el a folyóirat kiválasztása során.

