



Open Access Do's & Don'ts

#openCMU

Open access is a much needed reform in how researchers communicate. The need is so great that open access is trending among funders worldwide as a mandated reform. This guide will help you participate.

Do

- Make [open access](#) (free public access) to your work a high priority to increase its discovery, use, citation & impact.
- License use of your work under an [open license](#), granting users as many rights as possible. If necessary, transfer to the publisher only the copyrights essential to accomplish your goal.
- [Check](#) your funder's policy on open access & licensed use rights to publications & data arising from your funded research.
- Before submitting your work for peer review, [check](#) that the publisher or journal's open access policy enables you to comply with your funder's policy.
- Publish your work in a [quality](#) open access journal or deposit it in a trusted open access repository. Whenever possible, [deposit](#) it in [Research Showcase @ CMU](#) for long-term preservation & access.
- Whenever possible, opt for [open peer review](#)—as a reviewer to get credit for your reviews, & as an author to reduce bias & get more constructive reviews.
- Get recognized: get an [ORCID](#) & associate it with all your work.

Don't

- Sign a publishing agreement without carefully reading it.
- Fall for agreements in which you retain copyright, but give the publisher the exclusive & perpetual right to exercise those rights.
- Rely on Journal Impact Factors as indicators of journal quality. (See [this](#) and [this](#) and [this](#).)
- Hurt your career by putting your work exclusively behind a paywall that limits access to it.
- Publish in [double-dipping](#) hybrid journals.
- Jeopardize future funding, i.e. *don't ignore* your funder's policy on open access & licensed use rights to your publications & data.
- Ignore your publisher's policy on open access & licensed rights.
- Ignore CMU's position on open access and compliance with funder mandates & copyright law.

CMU's Position

CMU authors should manage their copyrights effectively, in compliance with the law and in the service of CMU's mission to disseminate knowledge. Effective copyright management eliminates unnecessary restrictions on access and use, to increase citations, enhance author reputations, and accelerate advances in the disciplines. It enables the university to preserve and provide access to work produced at Carnegie Mellon, and to comply with federal mandates for public access to the results of federally funded research. (Read more [here](#).)

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