

# Making your work open access

Start here

## Before You Submit

Is the corresponding author from the University of Bristol?

Yes

Is your journal included in our [database of open access deals](#)?

No

Yes

Does your journal show up in a search of the [Directory of Open Access Journals](#)?

Yes

Who is your Funder?

No funder

UKRI, BHF, CRUK or Wellcome Trust

NIHR or ERC/Horizon Europe

Other Funder

Ask your publisher if they will waive their OA fees

Yes

No

[Arrange payment of any open access fees](#) through the library

Save the reply from the library as it will include payment instructions

Arrange payment of any open access fees through your funder

[Contact the library](#) for advice

Choose another journal

## Submission

Submit to the journal. Include the following statement in your cover letter and acknowledgements:

*'For the purpose of open access, the author(s) has applied a Creative Commons Attribution (CC BY) licence to any Author Accepted Manuscript version arising from this submission.'*

If your publisher has any concerns about these statements, [contact the library for help](#)

Submit to the journal. Include the following statement in your cover letter and acknowledgements:

*'For the purpose of open access, the author(s) has applied a Creative Commons Attribution (CC BY) licence to any Author Accepted Manuscript version arising from this submission.'*

## Acceptance

If the publisher asks what licence you want, select CC-BY

If the publisher asks you for payment, follow the instructions the library or your funder have provided you with, or [contact the library for help](#).

Does your article acknowledge ERC/Horizon Europe funding?

Yes

Once accepted for publication, add a record to [Pure](#)

No

Once accepted for publication, add a record to [Pure](#). You do not need to upload a file.

Upload your accepted manuscript to the Pure record

## Publication

Update the Pure Record to add the DOI number.

Are you funded by BBSRC, MRC, CRUK, BHF, NIHR or The Wellcome Trust?

Yes

Follow [Europe PubMed Central's instructions](#) to add the accepted manuscript to EPMC with no embargo and a CC-BY Licence

All Done!  
Your work is now Open Access and a record is in Pure.

If have any questions during this process, contact the library at [lib-research-support@bristol.ac.uk](mailto:lib-research-support@bristol.ac.uk)