

Self-Archiving Policy - Hybrid Journals

[Journal Name] is committed to disseminating high-quality research as widely as possible. As a hybrid journal, [Journal Name] allows open and subscription-based access to published articles. This self-archiving policy clarifies the conditions under which authors can deposit versions of their work in institutional repositories, personal websites, and other platforms.

Policy Overview

1. Preprints

- Authors are encouraged to deposit preprints of their manuscripts in non-commercial preprint servers or institutional repositories at any time.
- Preprints must include a statement acknowledging that the manuscript has been submitted to [Journal Name].

2. Accepted Manuscripts (Postprints)

- Authors may deposit the accepted manuscript in their institutional repository, personal website, or non-commercial repositories.
- The accepted manuscript can be made publicly available immediately upon acceptance.
- Authors must include a link to the published version of the article on the [Journal Name] website along with the following statement: "This is an accepted manuscript of an article published in [Journal Name]. The final version is available at [DOI/link to the article]."

3. Published Version (Version of Record)

- The published version of the article can only be shared under the terms of the article's open-access license if applicable.
- For subscription-based articles, the published version can be shared on personal or institutional websites only after an embargo period of 12 months from the date of publication.

Last Update: **May 31, 2024**

- Authors must include a full citation and link to the **[Journal Name]** website: "This is the final published version of an article in **[Journal Name]**. It is available at **[DOI/link to the article]**."

Embargo Period

For subscription-based articles, the embargo period for sharing the published version is **[12]** months. After this period, authors can deposit the published version in their institutional repository or personal website, provided the above conditions are met.

Acknowledgment and Citation

Authors should acknowledge **[Journal Name]** as the original source of publication in any deposited version. A full citation to the **[Journal Name]** article, including DOI, should be provided.

Commercial Repositories

Depositing any version of the manuscript in commercial repositories or social networking sites for scientists (e.g., ResearchGate, Academia.edu) is not permitted.

Policy Compliance

Authors are responsible for ensuring compliance with this policy. Non-compliance may result in sanctions, including removing the article from **[Journal Name]**.

Definitions

- **Preprint:** The author's version of the manuscript before peer review.
- **Accepted Manuscript (Postprint):** The author's manuscript version after peer review and acceptance but before typesetting and final formatting.
- **Published Version (Version of Record):** The final typeset and formatted version published by **[Journal Name]**.

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Disclosure Statement

The Asian Council of Science Editors has developed this policy template with the assistance of industry experts to assist publishers, society journals, and both commercial and non-commercial journals in creating a standard for their guidelines aligned with international publishing standards. Publishers and individual journals can use and modify this template to suit their needs without permission.

We encourage publishers and journals to acknowledge the Asian Council of Science Editors if they utilize this template.

Suggested acknowledgment:

"This policy is adapted from a template provided by the Asian Council of Science Editors. We appreciate their guidance in creating a robust and comprehensive policy."

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