

Instructions for the Use of the OU Publication Agreement Addendum

You may customize this Addendum to suit your specific needs for retention of rights for your uses now and in the future, and to fit the nature of your work.

This Addendum is a legal instrument that accompanies and modifies the publisher's agreement you sign with a publisher to have your work published.

Adding this Addendum to your publisher's agreement enables you to retain the right to use your work in the course of your scholarly activities, to make copies of it, to post it to a website, or place it in a digital repository managed by OU, and to share it with colleagues and students as you choose.

You may use this Addendum to retain the right to give funding agencies a license to make your work publicly accessible, and to make it available for public distribution via a repository.

Some journal publishers insist on signature of an online, electronic publishing agreement that is not amendable. Authors should request that a publishing agreement be sent to them by mail or e-mail.

Authors should be assured that such a request will in no way affect their chances of publication. Authors can also discuss the Addendum with their publisher or editor.

STEP 1: Sign your publisher's copyright transfer or publication agreement when you submit your final manuscript for publication with the following statement written above your signature: "subject to attached Addendum"

You must complete Step 1 for this Addendum to be binding.

STEP 2: Attach this Addendum with the information filled in and your signature on the bottom or send it via email to the publisher.

STEP 3: Please send us a copy of your Addendum and give us any feedback that you receive from the publisher. Please contact us if a publisher is unwilling to sign the Addendum and you would like assistance.

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