

OpenEmory Assistance Authorization

I request that the Emory University Libraries Scholarly Communications Office and its designated liaisons assist me in submitting my work to Emory's open access repository, OpenEmory, which is available at <http://open.library.emory.edu>. I may also designate an Additional Assistant(s) below to assist the Scholarly Communications Office in submitting my work.

I understand that the OpenEmory assistance submission process involves enabling the Scholarly Communications Office to obtain a copy of my work, making choices about access based on publisher policies, and other matters as specified in the Assistance Authorization Addenda. I also understand that the Scholarly Communications Office is relying on information I provide regarding my work(s).

My assent to the OpenEmory Assistance Authorization confirms that I grant to Emory University ("Emory") the non-exclusive, perpetual license to preserve and reproduce the work(s), and to display, distribute and make the work(s) publicly available without charge from the open access repository, OpenEmory, or any successor initiative based at Emory, in any format. As used here, a work is a scholarly article including all materials contained in the article, such as images. I understand that OpenEmory is currently only accepting journal articles.

I represent and warrant to Emory that:

- To the best of my knowledge, I will submit for inclusion in OpenEmory only works for which I can grant Emory the license above, or for which I have unrestricted permission from the copyright owner, such as a publisher, for the work to be distributed in an open access repository.
- To the best of my knowledge, I will submit for inclusion in OpenEmory only works for which distribution from OpenEmory does not infringe or violate any copyright or other rights of a publisher or other third party.
- If the work contains material for which I do not hold copyright, such as images, I will identify these materials and provide upon request any permissions I have obtained for that material to be distributed in OpenEmory.
- If the work was prepared jointly with other authors, I am granting the rights above on their behalf as well as my own, and am authorized to do so.

I understand that this license is non-exclusive and does not prevent me from entering into similar arrangements with other parties or from exercising any rights that I may have in the work. However, I understand that I may need to inform subsequent publishers or others that I have granted this license to distribute my work in OpenEmory.

I authorize the Scholarly Communications Office, its designated liaisons and any Additional Assistant(s) I specify below to act for me, in accordance with the Addenda, in submitting my work to OpenEmory, with the same effect as if I had submitted the work myself.

Additional Assistant(s)

Signature of Faculty Member

Date

Printed Name of Faculty Member

Department

Email Address of Faculty Member

OpenEmory Assistance Authorization Addenda

The following is information about submitting and posting of scholarly articles in OpenEmory with the assistance of the Libraries Scholarly Communications Office and Assistant(s) designated by you, which you should understand as a faculty author entering into an Assistance Authorization:

- Emory faculty authored articles in PubMed Central (PMC) as a result of the NIH Public Access Policy (see <http://publicaccess.nih.gov/>) will be represented in OpenEmory without any effort from Emory faculty. A description of the article is retrieved from PMC, and OpenEmory includes this description and a link to the article at PMC.
- The staff in the Scholarly Communications Office and Assistant(s) may obtain scholarly articles of which you are an author from various sources, including directly from you, from other repositories (e.g., arXiv), and from other sources.
- The staff in the Scholarly Communications Office will make your articles available in OpenEmory consistent with publisher and funder policies, including determining which version of your article (pre-print, post-print or final published version) may be submitted to OpenEmory. If a publisher or funder policy requires an embargo of your article, Emory will delay making the article publicly available from OpenEmory to comply with the policy.
- If you wish a given article to be treated differently from the foregoing general procedures, you may do so by contacting the Scholarly Communications Office. You should contact and direct the Scholarly Communications Office if you conclude that any of the undertakings in the applicable form of Author Agreement is inappropriate for a given article.
- If an article has been made publicly available in OpenEmory consistent with the foregoing and you would like it to be taken down, please contact the Scholarly Communications Office. Also, the Scholarly Communications Office may remove an article from public display if distribution is deemed inappropriate, such as violating the rights of a third party. If this occurs, the Scholarly Communications Office will endeavor to notify the authors of the article.
- The Scholarly Communications Office may vary its general procedures as it deems appropriate in particular cases, and may modify its general procedures from time to time. If the Scholarly Communications Office makes major modifications to the general procedures described above, it will endeavor to notify faculty who have entered into Assistance Authorizations.
- If you have questions or wish additional assistance at any time, please contact the Scholarly Communications Office at openemory@listserv.cc.emory.edu. Additional information, including a staff listing and a FAQ, is also available on the OpenEmory website at <http://open.library.emory.edu/>.