

Publishing policy for research publications at the Department of Mathematical Sciences, University of Aarhus

Designed by the Publication and Registry Committee
at the Department of Mathematical Sciences

Latest change: October 11, 2007 16:19

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1 Purpose

1.1 Publication of research results attained by staff, students and guests at the Department of Mathematical Sciences (below abbreviated to IMF) considering the following items:

- i. The Author's desire to make other researchers acquainted with the research results and have them evaluated by other researchers as well as the career opportunities connected with publishing.
- ii. The University's need for visual profiling.
- iii. The desire by other researchers and the public to have free and easy access to research results.
- iv. Preserve for posterity (archival storage of data).

1.2 Staff, guests and students at the IMF are encouraged to publish their research results in one of the IMF series.

- partly because these series represent the Department to the world
- partly because the archival storage of the series is domestic and long-term.
- finally, this ensures free access to research results

Furthermore, it is in the interest of the Author to publish in different archives and on different preprint servers.

2 Publication series

2.1 IMF publishes the following series. The series labeled 1., 3., 4., 5., and 9. are publically available online.

1. Preprint Series
(research in pure Mathematics)
2. Various Publications Series
(various, mathematics; proceedings etc)
3. Working Papers
(research in Finance and Operations Research)
4. Research Reports
(research in Probability Theory and Statistics)
5. Thiele Research Reports
Research related to the Thiele Centre.
(research in Probability Theory and Statistics)

6. Memoirs
(statistical reviews and book drafts)
7. Statistiske Interna
(short statistical publications)
8. Lecture Notes Series
9. PhD dissertations/doctoral dissertations
(list of PhD dissertations)

For each series there is an editor (appointed by the Publication and Registry Committee).

2.2 The editor ensures that the formal requirements for research publications are fulfilled.

2.3 The Author is responsible for the subject matter, and it is *not* ‘peer-reviewed’.

2.4 Master’s theses and Bachelor’s projects are not in themselves research publications and are therefore not comprised by this policy.

3 Submission and acceptance

The guidelines for submission is formulated in [Technical information for authors](#). It is important to notice that the Author has to provide a formal request for submission. An example of such can be found in [Technical information for Authors](#). The technical guidelines also include our requirements for the format of the publication, font sizes, margins etc.

PhD students, see the Faculty of Science homepage: [PhD guidelines and regulations](#).

4 Use of publications

4.1 The publications can be downloaded for non-commercial personal use via the IMF servers.

4.2 It is illegal to alter the downloaded material.

4.3 Printed versions can in some cases be bought at prices covering expenses for print, shipment and exchange fees.

All other series apart from PhD dissertations are distributed worldwide through ‘exchange agreements’ with mathematical institutions.

5 Alterations and withdrawal

5.1 If there are alterations aside from misprint and linguistic changes, the publication must appear in a new version. Whether the new version appears in a new print and is sent to exchange partners (see 4.3), depends on circumstances and the Author's wishes.

Earlier versions will still be available online and there will be links between the various versions.

The Publication and Registry Committee points out that a publication cannot be updated more often than every 3 months due to Danish legislation on legal deposit of published works. Authors are therefore encouraged to keep updates to a minimum and to publish a new publication in case of large alterations.

5.2 *Withdrawal can only happen under special circumstances and only by approaching the Publication and Registry Committee directly.*

6 Copyright (Author's rights)

6.1 When applying for acceptance (cf. [Technical information for authors](#)) to publish in an IMF publication series, the Authors implicitly allow IMF to publish their publication on the following terms.

a. Definitions

The *Publication* refers to the submitted work.

The *Server* refers to one or more computer systems run by IMF or by third party hired for the purpose or having an agreement with IMF concerning registry and electronic distribution.

b. The Author renders the IMF non-exclusive royalty-free right to

- publish the publication on their server for non-commercial use.
- use the publication for research as well as for educational purposes.
- 'print on demand' for non-profit use and to distribute copies for personal use to individual persons.

c. IMF must

- make the publication available for internet users as long as the respective series exists.
- make references for a future journal published version of the publication, provided the Author renders the necessary information.

d. It is the Author's responsibility

- to prove that he/she is the actual Author of the publication and to make sure that publication as indicated under (b) does not violate existing copyright belonging to third party.

e. **Violation/non-compliance**

The Author accepts that IMF cannot guarantee the restrictions for the publication under item **b**. IMF will not pursue unauthorized use of the publication.

Notice: Item **6.1** applies to the series Preprint Series, Research Reports and Working Papers. For the remaining series (exchanged by sale) a special copyright agreement must be drawn up. This applies to PhD dissertations as well.

6.2 The author's position to publishing companies

It is the Author's responsibility – when submitting the work to an international journal - to inform the publishing company that the publication is available (possibly in an edited version) on the IMF server (see **6.1 a**).

Authors are recommended to exclude the above, if the surrender exclusive copyright. The committee for protection of scientific work, UBVA (under The Danish Confederation of Professional Associations [Akademikernes Centralorganisation]) has prepared a pamphlet entitled *Ophavsret og forskningspublicering* (*Copyright and research publication*, the pamphlet is written mostly in Danish). You may also find further information on the UBVA [homepage](http://www.ubva.dk) (www.ubva.dk).

The Author has the right to make changes to the copyright agreement. Below, please see two examples of how to formulate the exclusion (mentioned above).

Example 1 is from the mentioned UBVA publication *Ophavsret og forskningspublicering*:

The Author retains the right to use the Article:

- *for research, educational or other purposes of the Author's university / institution*
- *mounted on a non-commercial server hosted by _____ (posted to free public servers of preprints and / or Articles in the Author's subject area)*
- *in whole or in part, as the basis for further publications or spoken presentations*
- *for publication in the Author's future doctoral thesis / dissertation provided the Author acknowledges the original Article in standard bibliographic citation form.*

The right to publish the Article in a doctoral thesis consists of both the right to publish in the printed and the electronic version.

The other example is from the Springer *Copyright Transfer Statement*:

An Author may self-archive an Author-created version of his/her Article on his/her own website and his/her institution's repository, including his/her final version; however he/she may not use the publisher's PDF version which is posted on _____. Furthermore, the Author may only post his/her version provided acknowledgement is given to the original source of publication and a link is inserted to the Article published on _____'s website. The link must be accompanied by the following text: "The original publication is available at _____".

Should the Publisher request a hyperlink from the Server to the Publishers homepage, it is the responsibility of the Author to notify IMF.

Furthermore, please note that according to the House of Commons report: '*Scientific Publications: Free for all?*' more than 80% of the publishing agencies allow the authors to make their articles available in institutional repositories upon publication. The report is available at: [House of Commons rapporten: *Scientific Publications: Free for all?*](#).

7 Archival storage and legal deposit of published works

7.1 An agreement on long-term archival storage is being prepared with the State and University Library, Aarhus.

7.2 Publications in the IMF publication series are governed by the Danish legislation on legal deposit of published works, and IMF reports published works to and deposits published works at the Royal Library.

8 Reporting to the University Year Book

IMF reports all publications in the IMF series to the University Year Book, with the exception of the PhD series, which is reported by the Faculty of Science.

The Author is responsible for reporting Articles published in international journals – even if they have appeared in one of the IMF series.