

TOOL FOR OPEN ACCESS (OPEN SCIENCE) MANAGER – FOR ORGANIZATION/UNIVERSITY

This tool will be made available to the Open Access Manager of an Organization/University and can be accessed with personal email address and login details. In this tool the whole OA-process for one Organization with TTP will be made available.

Step 1

The 1st tab **“GENERAL”** contains all information about the Organization: address, IDs (optionally), contact persons (including their emails and type of responsibility).

GENERAL	AGREEMENTS	ELIGIBILITY CHECK	ALL PAPERS	INVOICES
Organization/University				
Organization Data				
Name:	Organization/University			
Country:	Switzerland			
City:	Dnipro			
Grid Id:	grid.5801.c			
ROR ID:	04fa4r555			
Crossref Funder Id:	10.13039/501100003006			
Email Domains:	gmail.com			

Contacts

FULL NAME	EMAIL	TYPE
Jon Shelby	jonshelby@gmail.com	Invoice
Open Access Manager	openaccessmanager@mailinator.com	Eligibility
Garrison Romero	geri@mailinator.com	Report

Step 2

The 2nd tab **“AGREEMENTS”** lists the overview of the agreement type(s) the Organization has agreed to.

GENERAL	AGREEMENTS	ELIGIBILITY CHECK	ALL PAPERS	INVOICES
Organization/University				
NUMBER	STATUS	START DATE	END DATE	AGREEMENT TYPE
270721	Active	2021-04-27	2022-04-17	Author Payment
270422	Pending	2022-04-18	2022-04-30	Post-Payment
270423	Finished	2021-03-01	2021-03-31	Pre-Payment

There are three different Agreement-Types associated with 3 different payments. These payments are explained below:

a) Author Payment. (In case the author pays the author will receive the invoice)

GENERAL	AGREEMENTS	ELIGIBILITY CHECK	ALL PAPERS	INVOICES
<hr/>				
Agreement:				
Number:				
Start Date: 2021-04-27				
End Date: 2022-04-17				
Author Eligibility Message: Name 1 affiliated authors benefit from a special OA Price (EUR __,-) through an agreement between the Name 1 and Trans Tech Publications (TTP). You as an author can make use of the special financial opportunity of this agreement! As soon as your paper has been accepted for publication with TTP you will receive an email that informs you about the process to render your paper Open Access.				

b) Post/Pre-Payment: (In case the Organization pays this is related to the eligibility-check)

GENERAL	AGREEMENTS	ELIGIBILITY CHECK	ALL PAPERS	INVOICES
<hr/>				
Agreement:				
Number:				
Start Date: 2022-04-18				
End Date: 2022-04-30				
Author Eligibility Message: Thanks to the agreement between the Name 1 and Trans Tech Publications (TTP), members of your Organization have the opportunity to publish Open Access in this journal without further costs. As soon as TTP has accepted your paper for publication and your Organization has done the eligibility check, your paper will be published with an Open Access license.				
Invoicing Period notification: Every 1 month				
Report Period notification: Every 1 month				

→ **Step 3**

The 3rd tab “ELIGIBILITY CHECK” lists papers that may be eligible for a discounted OA fee. This list is only available when your Organization has opted for the Eligibility Check. You will receive an email if there are papers selected for this eligibility check:

Organization can download the last manuscript version of the Paper uploaded by the Author (before the technical check by publisher)

ELIGIBILITY STATUS	PAPER NAME	SUBMITTED DATE	TITLE NAME	AUTHOR	CO-AUTHOR	PDF	PUBLICATION DATE
Ready to Appr... Ready to Approve Approved Not Eligible Supported by third party	Unsteady Two Dimensional Mixed Convection MHD Couple Stress Fluid Flow through an Inclined Stretching Sheet with Chemical Reaction	2023-12-08	Test Pre-Payment agreement 978-3-0358-4745-1	Test.Anastasii Lobanova; Anastasii.lobanova@gconnect.ch	TEST_Tatyana Korol; tatyana.korol@gconnect.ch Test Activeauthor; testactiveauthor@mailinator.com		2023-12-10

Eligibility check mandatory only for Post or Pre-Payment agreement types.

→ **Step 4**

The 4th tab “ALL PAPERS” contains the information about all papers of your own Organization (information about authors, papers and titles; eligibility statuses; payment details and etc.)

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PAPER NAME	SUBMITTED DATE	TITLE NAME	CORRESPONDING AUTHOR	FIRST AUTHOR	CO-AUTHORS	AGREEMENT NUMBER	PDF	PUBLICATION DATE	DOI	ELIGIBILITY STATUS	PRICE	INVOICE NUMBER	INVOICE STATUS	PAID DATE	OPEN ACCESS	LICENSE
Unsteady Two Dimensional Mixed Convection MHD Couple Stress Fluid Flow through an Inclined Stretching Sheet with Chemical Reaction	2023-11-07	Title for testing OA Org 978-3-0358-4736-9	Test.Anastasii Lobanova	Test.Anastasii Lobanova		41		2023-12-31	-	Approved	100.00 EUR	-			Yes	CC-BY
Unsteady Two Dimensional Mixed Convection MHD Couple Stress Fluid Flow through an Inclined Stretching Sheet with Chemical Reaction	2023-11-07	Title for testing OA Org 978-3-0358-4736-9	Test.Anastasii Lobanova	Test.Anastasii Lobanova	TEST_Tatyana Korol	41		2023-12-31	-	Ready to Approve	100.00 EUR	-			Yes	CC-BY

→ **Step 5**

The 5th tab “INVOICES” contains information about Open/Paid invoices. Invoices can be downloaded.

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INVOICE NUMBER	AMOUNT	INVOICE STATUS	CREATED	PAID DATE	CONNECTED PAPERS	
339567	107.70 EUR	Open	2021-03-26		1	
339566	100.00 EUR	Open	2021-03-26		1	
339531	100.00 EUR	Paid	2021-03-24	2021-03-24	1	

If you have any additional questions or require clarification, please write to us at subscriptions@scientific.net