



# How to publish your article open access with BMJ Group



Publishing with us is a simple process, here we guide you through the 3 stages.





# You're considering publishing with BMJ Group



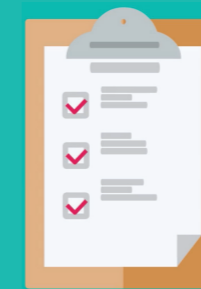
## First

- ▶ Visit our Author Hub to find out more about publishing with us.
- ▶ It gives you advice for every stage of the publishing process.
- ▶ **Make sure you bookmark it!**



## Next

- ▶ Match your article with the most relevant BMJ Group journal.
- ▶ You'll find lots of information - including on acceptable rates and speeds, and on publication speeds, on each journal home page.



## Now

- ▶ Check if your institution gives you support for discounted or waived APCs when publishing in our journals.
- ▶ A Publish and Read Agreement
- ▶ Prepay Account
- ▶ Membership account

And don't forget, even if you don't have an institutional arrangement with us, there are still other ways to publish open access with BMJ Group.

# Now it's time to submit your article



Before you start your submission it is important that:

- ✓ Your ScholarOne user account is up to date
- ✓ You are using your academic email
- ✓ Your institution is connected to Ringgold

You submit via your chosen journal



You are directed to our 'submissions system homepage' in ScholarOne



Click 'Author' and begin the submissions process



During the submission process you connect your Ringgold ID to determine APC waivers and discounts; and select your OA licence requirements.

## The submission process consists of 7 steps

1. Type, Title, & Summary/Abstract
2. File Upload
3. Attributes
4. Authors & Institutions
5. Preferred and Non-Preferred Reviewers
6. Details & Comments
7. Review & Submit

# Your article has been accepted.



Once your article has been accepted for publication your funding request will be approved through our open access account manager.

Now the funding has been approved your article will go into BMJ Group production.



# Your article is now published.



Contact us if you want to find out more detail on any aspect of the open access publishing process

visit: [authors.bmj.com](https://authors.bmj.com) email: [openaccess@bmj.com](mailto:openaccess@bmj.com)