

Article Approval Service (AAS) & Reporting Feature – Introduction

June 2020

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ADVANCING
DISCOVERY

Article Approval Service

After the author has completed the author identification form on “MyPublication”, the article is available for verification (approval/rejection) in the institutional Article Approval service

1.0

Article Approval Service (AAS) – Overview

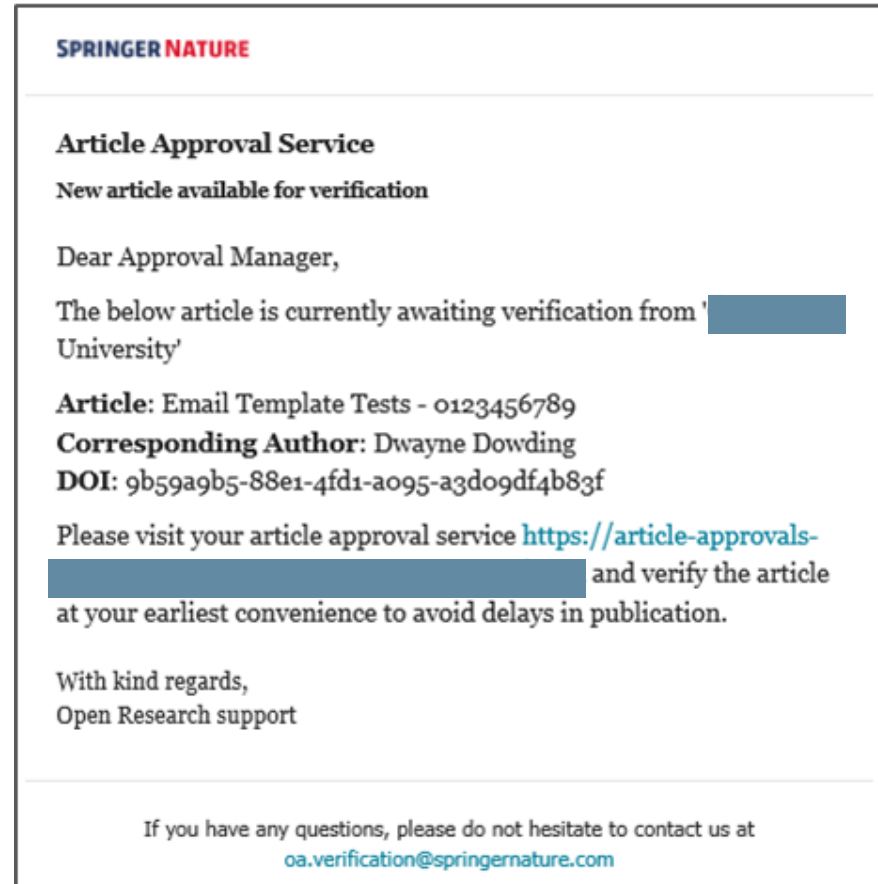
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- After the author completes the MyPublication process, the article is sent to the AAS for verification by the Approval Manager.
- Allows Approval Managers to have access to all articles pending verification.
- Approval Managers can approve or reject articles and view details of each manuscript.
- Reliable and user-friendly service tool for institutions to verify articles for publication in Springer Nature hybrid journals.

Alert of new article request

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Approval Managers receive a notification email for every new verification request.



Article Approval Service

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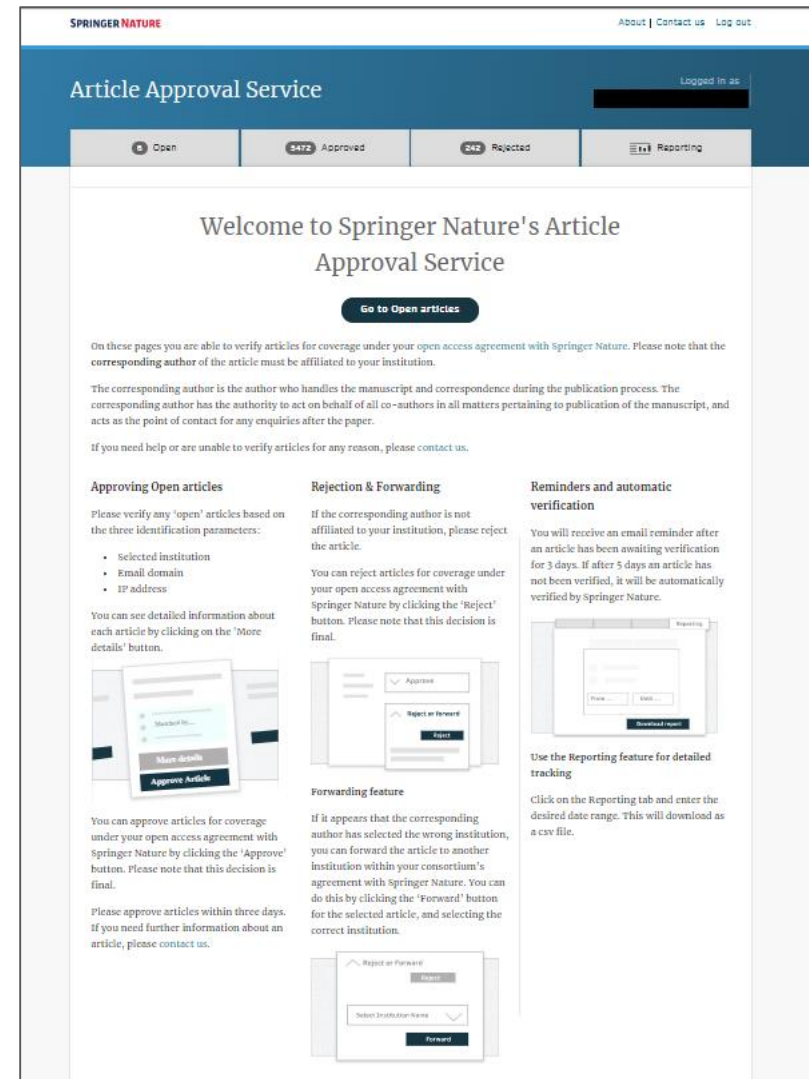
Please click on this link to login:

<https://oa-approval.springernature.com/>

Registration required: You will be able to use your login credentials that you registered with on [springer.com](https://www.springer.com)

On the “Welcome” page, you will be able to access information on:

- How to approve and reject articles
- How to forward articles
- How to run reports



Article Approval Service

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Articles awaiting verification will appear on the 'Open' page. This page will show the author name and article title, and will indicate which of the identification parameters the author has matched.

You can click "More details" to view further information about each article

The screenshot displays the Springer Nature Article Approval Service web interface. At the top, the Springer Nature logo is on the left, and navigation links for 'About', 'Contact us', and 'Log out' are on the right. Below the header, the page title 'Article Approval Service' is centered. On the right side of the header area, it says 'Logged in as' followed by a redacted name. A horizontal navigation bar contains four tabs: 'Open' (with a count of 4), 'Approved' (with a count of 5467), 'Rejected' (with a count of 242), and 'Reporting'. A 'Sort By' dropdown menu is set to 'Oldest first'. The main content area shows three article cards. Each card displays the article type, date, author name, a placeholder image, and a 'More details' button.

Article Type	Date	Author	Action
Fully Open Access	2020-02-18	Uppsala University	More details
Fully Open Access	2020-03-02	Linköping University	More details
Hybrid	2020-03-02	University of Gothenburg	More details

Article Approval Service

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Article and author metadata

This page contains all the necessary information for an institution to verify the eligibility of the author and article, such as:

- Corresponding author information
- Article title
- Article type
- Journal type and license
- DOI

Article Approval Service

6 Open


5472 Approved

242 Rejected

Reporting

[Open list](#) > Approval request (Open)

Royal Institute of Technology



Hybrid

Progress

✓ Requested 2020-03-03

○ Decision pending...

Corresponding Author

Name

Institution
Department

Email
ORCID

Author identified by

Selected institution ✓ Royal Institute of Technology

Author email ✗

IP address ✗

Article grants

FundRef
Grant number

FundRef
Grant number

Article

Licence type CC BY

Article title

Article type
Manuscript ID
DOI
APC

Journal
Category Hybrid

Article metadata I

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Article Approval Service

Logged in as [redacted]

4 Open 5467 Approved 242 Rejected

Open list > Approval request (Open)

University of Gothenburg

Progress

- ✓ Requested 2020-03-02
- Decision pending...

Corresponding Author

Name [redacted]

Institution [redacted]

Department [redacted]

Email [redacted]

ORCID [redacted]

Author identified by

Selected institution ✓ University of Gothenburg

Author email ✓ University of Gothenburg

IP address ✗ [redacted]

Note: The affiliations will be provided once typesetting is completed. On average it takes ~2 days after identification to provide the affiliation (institution, department etc.) on the Article Approval Service dashboard.

In addition, the dashboard defines how the author identified him/herself.

Article metadata II

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Author identified by




Selected institution	✓ Swedish University of Agricultural Sciences
Author email	✗
IP address	✗

Further institutions (2)

Institution	Université Tunis El Manar
Department	LMHE, Ecole Nationale d'Ingénieurs de Tunis BP 37 Le Belvédère, 1002, Tunis, Tunisia

If a corresponding author has more than one affiliation, the second/third affiliation will be displayed under “Further institutions” once the typesetting of the article is completed.

Contributing Authors (4)

	University of Tehran Department of Fisheries Sciences, Faculty of Natural Resources 331585-4314, Karaj, Iran
	University of Tehran Department of Fisheries Sciences, Faculty of Natural Resources 331585-4314, Karaj, Iran
	Chalmers University of Technology Division of Systems & Synthetic Biology, Department of Biology and Biological Engineering Kemivägen 10, 41296, Gothenburg, Sweden

If applicable, co-authors will be listed under the “Contributing Authors” section together with their affiliation(s).

Article Approval Service – Approve and Reject

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[Open list](#) > Approval request (Open)

Ruprecht-Karls-Universität
Heidelberg (1026)

Article for automated Testing oldaas2
Hybrid

Progress

✓ Requested 2020-01-20

○ Decision pending...

CONFIRM AFFILIATION

I confirm article is affiliated with
Ruprecht-Karls-Universität Heidelberg (1026)

Approve article

REJECT OR FORWARD

Author not affiliated with your institution?
Dismiss the article by selecting 'Reject'.
Note, your decision is final and can not be changed.

Reject article

Forward
Alternatively delegate to a more appropriate institution

Deutsches Krebsforschungszentrum (DKFZ) (1052)

Note, the article will be removed from your open list.

Forward article

- The Approval Manager **approves or rejects** the eligibility of an article.
- The **Forwarding Feature** allows Approval Managers to forward an article to another institution within the Consortium. Select the institution to which you wish to forward the verification task from the drop-down list. The institution will receive a notification email, letting them know that the article has been forwarded to them.

AAS Reporting Feature

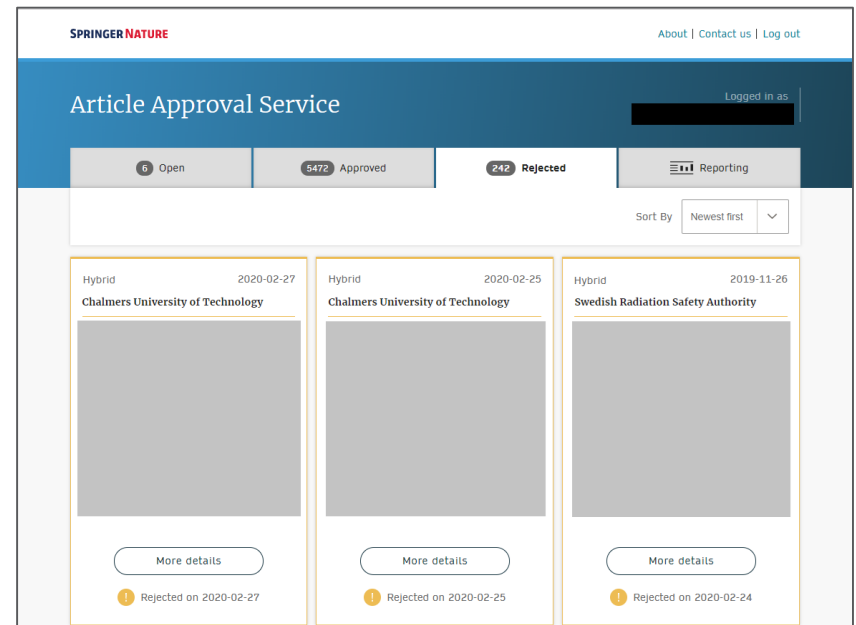
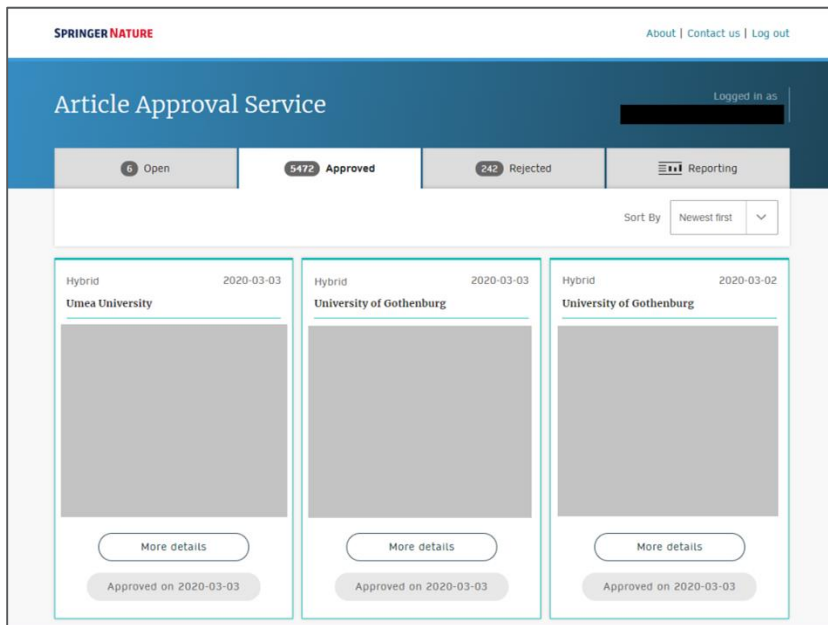
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Article Approval Service – Reporting

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You can view approved and rejected articles on the 'Approved' and 'Rejected' pages.



Article Approval Service – Reporting

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You can download a report by selecting the date range and verification parameter.

The report will include an overview of all “open”, “approved”, and “rejected” articles in the AAS dashboard.

The screenshot shows the 'Article Approval Service' reporting page. At the top, there's a navigation bar with 'SPRINGER NATURE' on the left and 'About | Contact us | Log out' on the right. Below this, a blue header contains the title 'Article Approval Service' and a 'Logged in as' dropdown menu. A secondary navigation bar features three tabs: 'Open' (6 items), 'Approved' (5472 items), and 'Rejected' (242 items). The 'Reporting' tab is active, indicated by a hamburger menu icon and the text 'Reporting'. The main content area is titled 'Reporting' and includes the instruction 'Please select the criteria for your report below.' It contains three sections: 'Verification status' with radio buttons for 'Open' (selected), 'Approved', and 'Rejected'; 'Period' with 'From' and 'Until' date pickers set to '03/02/2020' and '03/03/2020' respectively; and 'Download file format' with radio buttons for 'Excel file' (selected) and 'CSV file'. A 'Download report' button is located at the bottom of the form.

Contact us

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For further information, please
contact:

oa.verification@springernature.com