

How to submit a manuscript for Open Access

1) Journal Types: [How are open access articles different?](#)

- a. Gold – Fully Open access
- b. [Hybrid and Transitional](#) journals

Example: *Ecology and Evolution; Wiley Online Journals*

Submitting a manuscript to be published as an *Open Access* article is similar to the traditional online process, requiring only a few simple, additional steps. The screenshots below are specific to [Wiley Online Journals](#). Other publishers may have slight derivations from this, but in general require the same information.

2) **Begin submission:** this document only mentions steps that pertain to Open Access

3) **Badges:** Some publishers offer Open Data Badges from [Center for Open Science \(COS\)](#) to recognize researchers publishing studies which provide all data, methods, code, etc to foster open research which can be replicated by anyone.

These badges are displayed on the electronic copy of the published. Wiley feels these badges let people know:

- a) “You adopted a transparent research practice, highlighting your efforts to the research community.”
- b) “You are helping to celebrate transparent practices- no matter how small or large.”



Visit the [Wiley website](#) to learn more about the three badges: Open Data Badge, Preregistered Badge, Open Materials Badge

Submission

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Step 2: File Upload >

Step 3: Attributes >

Step 4: Authors & Institutions >

Step 5: Reviewers >

Step 6: Details & Comments >

Step 7: Review & Submit >

* For Registered Reports, have you received an In-Principle Acceptance of your Stage 1 Study Design and are now submitting your Stage 2 Completed Study? For all other Manuscript Types, please select N/A.

Yes

No

N/A

Reviewer Comments from Referring Journal (this only applies to referred/transferred papers, please disregard if you are submitting directly to our journal):

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* Is this submission for a special issue? Either select "No" or the title of the special issue.

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* Are you interested in applying for an Open Research Badge, to be awarded at the time of acceptance and displayed within your article? Please select "Yes" or "No."

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If yes, please complete the [Disclosure Form](#). Once the form is completed, it can be uploaded under the "File Upload" step, with the designation "Open Research Disclosure Form".

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4) Check box for Open Access Agreement

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<p>* Confirm that all authors of this submission have read and understood the journal's policy concerning the completion of the Open Access Agreement. This form will be requested if your paper is accepted. Further information can be found in the journal's Author Guidelines.</p>	<input type="checkbox"/>

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<p>* We discourage the use of supplementary material and ask that all important, useful, and informative material be included in the main manuscript. Large data tables can be submitted to Dryad. However, we allow submission of "Supporting Information". Go to https://authorservices.wiley.com/author-resources/Journal-Authors/Prepare/supporting-information.html to access the Wiley guidelines for the submission of Supporting Information. If you wish to submit Supporting Information, please select the file designation "Supporting Information for review and publication" when uploading your files. Please note that we would encourage you, where possible and appropriate, to include such information in an Appendix in your main document instead of designating it as Supporting Information.</p>
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5) **Preprint:** Some publishers offer preprint services while manuscripts are under review. At Wiley, they will help you post your preprint for others to view at <https://www.authorea.com/>. This will help others to view, assess and suggest ways to improve the manuscript, beyond just reviewers and editors.

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