



IEEE Open Access Workflow for Authors (Touch-Free)

OA only journals

Author Process

Submission, acceptance, and seeking funding

Submission process

- The corresponding author will complete the submission process.
- Authors submitting to **fully OA** journals will be asked to **accept** Open Access terms and charges during the **first step** of the submission process.

Submission - OA journal

ScholarOne Manuscripts™ Allison Larkin Instructions & Forms Help Log Out

IEEE PES IEEE Power and Energy Technology Systems Journal

Home Author Review Manage Support

Author Dashboard / Submission

Submission

- Step 1: Type, Title, & Abstract >
- Step 2: Attributes >
- Step 1: Type, Title, & Abstract >
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- Step 1: Type, Title, & Abstract >
- Step 2: Attributes >
- Step 1: Type, Title, & Abstract >
- Step 2: Attributes >
- Step 3: Authors & Institutions >
- Step 4: Reviewers >
- Step 5: Details & Comments >
- Step 6: File Upload >
- Step 7: Review & Submit >

Step 1: Type, Title, & Abstract

Select your manuscript type. Enter your title and abstract into the appropriate boxes below. If you need to insert a special character, click the "Special Characters" button. When you are finished, click "Save and Continue." [Read More...](#)

* = Required Fields

* Type: Edit

CHOICE	TYPE
<input type="radio"/>	Journal paper

* Title Edit

0 OUT OF 300 CHARACTERS

* Abstract Edit

Write or Paste Abstract

0 OUT OF 200 WORDS

Open Access Agreement

* I have read and agree to the terms below.

By submitting this manuscript to the Power and Energy Technology Systems Journal, I agree that if accepted, it will be published as open access and that I am responsible for the following publication fees:

US \$1,350 per manuscript up to a maximum of 8 published pages
US \$120 per published page in excess of 8 pages

Some institutions offer assistance for open access funding. Check our [institutional partners list](#) to see if yours is one.

Open Access Agreement

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Note: Page charges are set at the society's discretion and differ from journal to journal. Not all journals charge page charges.

Submission

The corresponding author adds affiliation data for all authors.

The institution data entered here will be used to match the author with an institutional OA account.

Submission



- Step 1: Type, Title, & Abstract >
- Step 2: File Upload >
- Step 3: Attributes >
- Step 4: Authors & Institutions >**
- Step 5: Reviewers & Editors >
- Step 6: Details & Comments >
- Step 7: Review & Submit >

Enter your co-authors' information in the boxes below, then click "Add to My Authors." To check if an author already exists in the journal's database, enter the author's e-mail address and click "Find." If the author is found, their information will be automatically filled out for you. When you are finished, click "Save and Continue."

* = Required Fields

Authors

* Selected Authors [Edit](#)

ORDER	ACTIONS	AUTHOR	INSTITUTION
 Drag	1 ▾ Select... ▾	Larkin, Alison a.larkin@ieee.org  0000-0001-6438-6457 ✓	1. IEEE, Publishing Operation 405 Hoes Lane Piscataway, NJ, USA 08854 732-562-6536 2. IEEE

Add Author

Find using Author's email address

Submission – Details & Comments

Submission

- Step 1: Type, Title, & Abstract >
- Step 2: File Upload >
- Step 3: Attributes >
- ✓ Step 4: Authors & Institutions >
- Step 5: Details & Comments >**
- Step 6: Review & Submit >

Write Cover Letter

Preview Ω Special Characters

0 OUT OF 32768 CHARACTERS

Funding [Edit](#)

* Is there funding to report for this submission?

Yes No

Funders [Edit](#)

ACTIONS	FUNDER	GRANT / AWARD NUMBER
No Funders Entered		

[Add Funder](#)

IEEE Plagiarism Policy

* Please review the following three IEEE [Policy Statements](#) completely, then check the box acknowledging you have read all three.

The first [policy statement](#) deals with multiple submissions or publications of the same work; the second deals with plagiarism; and the third deals with electronic posting of papers on author websites. Authors are responsible for understanding and complying with these policies. Failure to comply with these policies may lead to penalties on future publication in IEEE venues.



Authors will also be asked to enter their funding information. (*The exact location of this question differs from journal to journal*)

Acceptance

- If the manuscript is accepted, the author will be prompted to upload the final files and choose a copyright license.

Post acceptance – final files upload

ScholarOne Manuscripts™ (Alison Larkin) as Christine Kurzawa ▾ End Proxy Instructions & Forms Help Log Out

  IEEE Transactions on Geoscience and Remote Sensing

Home Author Review Administrator Center Client Configuration Center

Author Dashboard

This is not a production environment

Author Dashboard

- 1 Unsubmitted and Manuscripts in Draft
- 1 Awaiting Final Files**
- Start New Submission
- Legacy Instructions
- 5 Most Recent E-mails

Awaiting Final Files

ATTENTION: As part of your final file submission you *MUST* upload:

1. A source file for your manuscript in Word or LaTeX format AND
2. A final version of your manuscript in PDF format named "FINAL VERSION.PDF"

Your source files can be uploaded in a zip file, but you *MUST* upload your final PDF as an individual file.

ACTION	STATUS	ID	TITLE	SUBMITTED	DECISIONED
	ADM: Plaza, Antonio ADM: Larkin, Alison	TGRS-2017-00761	This is a test paper	11-Jul-2017	11-Jul-2017

Submit Final Files

- Accept (11-Jul-2017)

Graphics Checker

- Accept for Final Submission

[view decision letter](#)

Post acceptance – copyright selection

After acceptance, authors will be prompted to choose their copyright license using the **Electronic Copyright Form** (eCF).

- Authors publishing in gold journals may choose between CCBY or CCBY NC-ND :
 - - A CC BY 4.0 license (in which the author retains copyright and the article is published open access).
 - - A CC BY NC-ND license (a more restrictive license than CCBY in that the article may not be reused for commercial purposes, nor may the article be changed in any way.)

Authors should confirm any license restrictions set by the institution.

Electronic Copyright Form (eCF)

1. Confirm that the article details are correct.
2. Confirm the paper's originality
3. OA Authors must agree "to pay" an APC (Article Processing Charge)
4. Select and sign CCBY license type
5. Download a copy of the agreement

The screenshot shows the IEEE Publication Agreement interface at Step 5. The title is "IEEE Publication Agreement" with a progress indicator showing steps 1 through 5, where step 5 is highlighted in orange. The main heading is "Step 5: Download your signed publication agreement". Below this, there is a thank you message: "Thank you for transferring copyright or licensing to IEEE." followed by two bullet points: "Your IEEE Publication Agreement is now complete." and "A copy will be emailed to you." There is an orange button labeled "Download the completed Agreement (PDF)". In the top right corner, there is a "Select Language" dropdown menu and the IEEE logo. On the right side, there is an "Information" box with the text: "Clicking the 'Done' button will return you to your peer-review system." At the bottom right, there is an orange "Done" button.

RightsLink for Scientific Communications (RLSC)

- All article processing charges (APCs) are handled through RLSC.
- After acceptance, RLSC will generate a funding request for the institution (if the author is affiliated with an institution that has OA agreement).
 - Institutional profiles are matched using author-provided affiliation data and Ringgold IDs.
 - In some cases, the author's email domain may also be used as a matching criterion.

Authors do not need to request funding through RLSC as this is done when a match is made between the manuscript metadata and the institution's profile in RLSC

Account Administrator capabilities

- The Institution Portal in RightsLink for Scientific Communications (RLSC) allows administrators to:
 - View pending transactions.
 - Approve or deny funding requests.
 - Manage notifications.
 - Pull transaction reports.

- Administrators can also set *Xplore* alerts to monitor published articles.

Notifications



Your author has requested APC funding.

Dear Christopher Coia,

Your author has requested funding from *CCC University - Touch Free with Multiple Charge Types*.

Request Details
Request Date: 21-Apr-2020
Publisher: Institute of Electrical and Electronics Engineers (IEEE)
DOI: 10.1109/JTEHM.2019.529447
Publication: IEEE Geoscience and Remote Sensing Letters
Article Title: This is a touch free OA only profile test
Author(s): Ruben Garcia Alia ccoia@copyright.com
Please [click here](#) to view details and respond.

Sincerely,
Institute of Electrical and Electronics Engineers (IEEE)


Tel.: +1-877-822-5543 / +1-978-848-2777
IEEESupport@copyright.com
www.copyright.com



RightsLink[®]

Administrators will receive an email

Account dashboard

Institutional PortalWelcome, Shannon RevilleSign Out?Help🗨️Live chat

Welcome to the RightsLink® Institutional Portal. Use the **Billing Profiles** tab to view the special billing profiles we have on file between your institution and RightsLink® client publishers. Use the **Funding Requests** tab to review and act on your queue of funding requests for researchers affiliated with your institution. Use the **Reports** tab to search and download a report of the APC transactions associated with your account. In the future, there will be an **Invoices** tab for you to review and pay your invoices online.

Account Name:
Account #: 7001904909

[Billing Profiles](#) | [Funding Requests](#) | [Reports](#)

The table below includes any funding requests that have been matched to one of your special billing profiles.

APPROVE When you approve funding for a manuscript, the transaction will be completed, assigned an Order ID, and when a balance is due, included in your next invoice based on the schedule defined in that agreement's profile.

DENY If you deny funding you will be prompted to provide a deny reason to inform the author of your decision. The author will have the opportunity to self-fund the transaction, resubmit for funding based on your deny reason, or elect to publish under a subscription model, as available.

Results per page: Results 1 - 25 of 34 Previous 1 2 Next

Order Date	Article Title	Primary Author	Funder	Publisher	Profile Name	Total Fees Due	Status	Actions
> 01-Apr-2020	This is not a touch free profile	Garcia Alla, Ruben		Institute of Electrical and Electronics Engineers (IEEE)	IEEE University: Deposit Account - 15% Discount	2,433.55 USD	Pending	APPROVE DENY
> 23-Apr-2019	Test Manuscript Matching Deposit IEEE Univ (15% Disc)	Thom, Krista		Institute of Electrical and Electronics Engineers	IEEE University: Deposit Account - 15% Discount	0.00 USD	Pending	APPROVE DENY

When administrators log in, they will be able to view and respond to outstanding requests.

Responding to funding requests

Order Date	Article Title	Primary Author	Funder	Publisher	Profile Name	Total Fees Due	Status	Actions
01-Apr-2020	This is not a touch free profile	Garcia Alia, Ruben		Institute of Electrical and Electronics Engineers (IEEE)	IEEE University: Deposit Account - 15% Discount	2,433.55 USD	Pending	APPROVE DENY
Secondary Author(s)		Tali, Maris; Cecchetto, Matteo; Cerutti, Francesco; Coronetti, Andrea; Danzeca, Salvatore; Esposito, Luigi; Fernandez Martinez, Pablo; Gilardoni, Simone; Infantino, Angelo; Kastriotou, Maria; KERBOUB, Nourdine; Lerner, Giuseppe; Wyrwoll, Vanessa; Ferlet-Cavrois, Veronique; boatella polo, cesar; Javanainen, Arto; Kettunen, Heikki; Garcia, Yolanda; MARTIN-HOLGADO, PEDRO; Gaillard, Remi; Wrobel, Frederic; Cazzaniga, Carlo; Alexandrescu, Dan; Glorieux, Maximilien; Puchner, Helmut; Brugger, Markus						
Journal		IEEE Geoscience and Remote Sensing Letters						
DOI		10.1109/JTEHM.2019.294557						
License		CC BY						
Manuscript Type		reg						
Submission Date		04-Jul-2020						
Acceptance Date		01-Apr-2020						
23-Apr-2019	Test Manuscript Matching Deposit IEEE Univ (15% Disct)	Thom, Krista		Institute of Electrical and Electronics Engineers	IEEE University: Deposit Account - 15% Discount	0.00 USD	Pending	APPROVE DENY
23-Apr-2019	Test Manuscript Matching Deposit IEEE Univ (15% Disct)	Thom, Krista		Institute of Electrical and Electronics Engineers	IEEE University: Deposit Account - 15% Discount	0.00 USD	Pending	APPROVE DENY

Pending articles will be shown at the top of the page by default.

Clicking the number in the “Total Fees” column will bring up the order confirmation page with manuscript details.

Manuscript details page

PAY AUTHOR CHARGES FOR

"10-60 GHz Electromechanical Resonators using Thin-film Lithium Niobate"

Author: Yansong Yang
Manuscript ID: TMTT-2020-06-0629

Manuscript Details

Order Confirmation

✓ Thank you for submitting your funding request! Your request is now under review by your Institution.

[How will I know if my request is approved?](#)

[How will I know if my request is denied?](#)

Order number: Not available until funding is approved.

Order date: 06-Oct-2020

Tell us how we're doing!

How was your experience? [Click here to give us your feedback!](#)

Your Tools & Services

RightsLink® Manage Account

View Orders and Download/Pay Invoices

[Log in to RightsLink Manage Account](#) - where you view your orders, download invoices, pay invoices by credit card and more.

TOTAL DUE: 0.00 USD

[Terms and conditions](#)

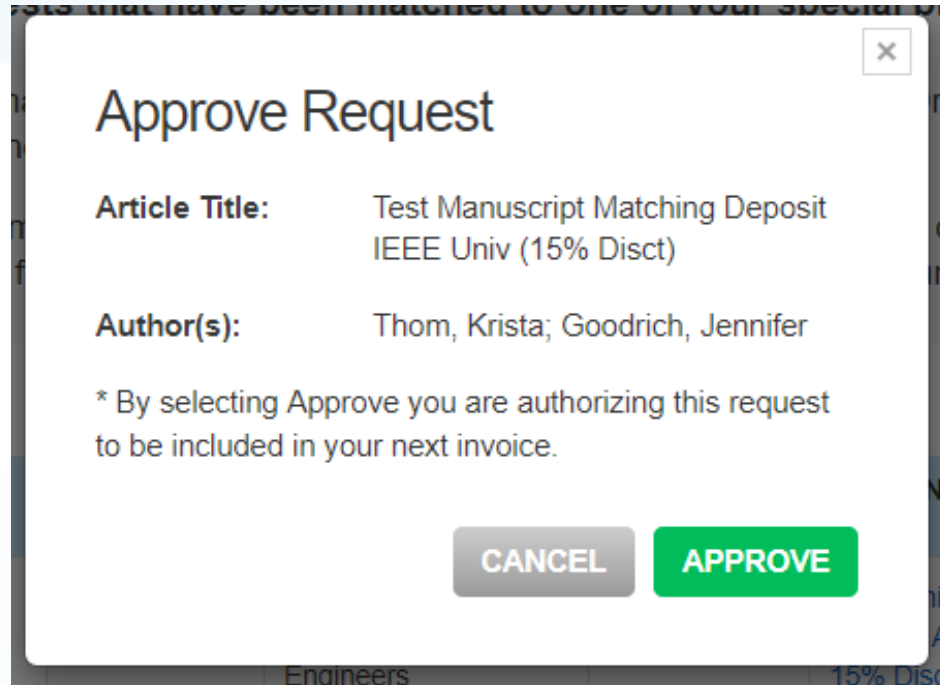
[Order Details](#)

[Print Order](#)

The detailed order confirmation page is available to both authors and administrators.

It includes information on article license type, discounts, and pricing.

Approving requests



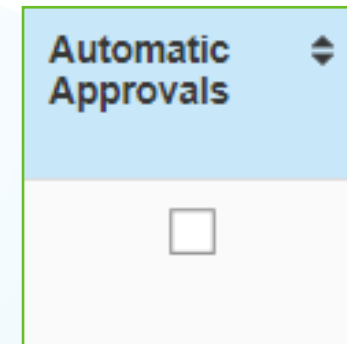
The screenshot shows a modal dialog box titled "Approve Request" with a close button (X) in the top right corner. The dialog contains the following information:

- Article Title:** Test Manuscript Matching Deposit
IEEE Univ (15% Disc)
- Author(s):** Thom, Krista; Goodrich, Jennifer

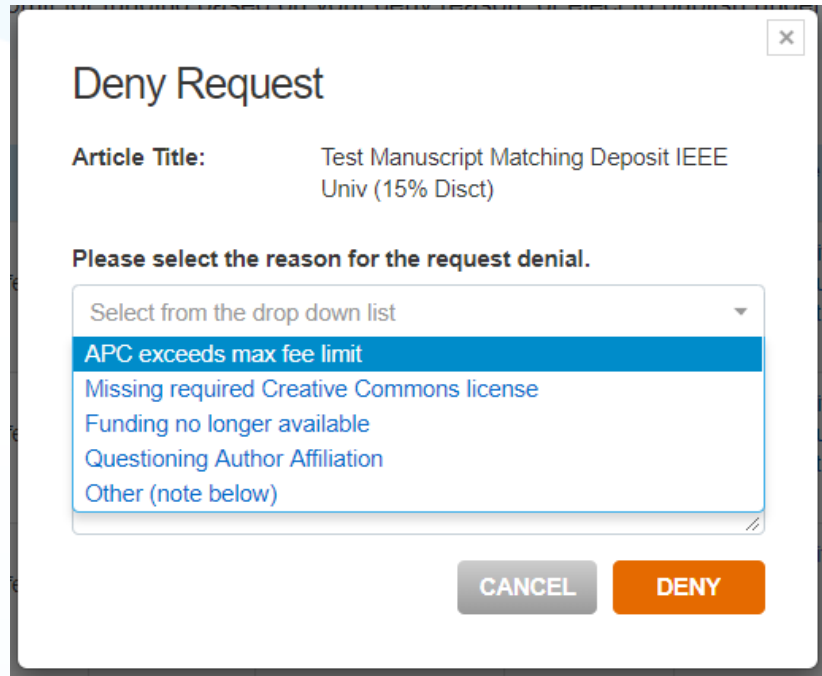
Below the information is a disclaimer: "* By selecting Approve you are authorizing this request to be included in your next invoice." At the bottom of the dialog are two buttons: a grey "CANCEL" button and a green "APPROVE" button.

Clicking "Approve" will launch a pop-up box that prompts the administrator to confirm approval.

Administrators can also choose to approve requests automatically under the "Billing Profiles" tab.



Denying requests



Deny Request

Article Title: Test Manuscript Matching Deposit IEEE Univ (15% Disc)

Please select the reason for the request denial.

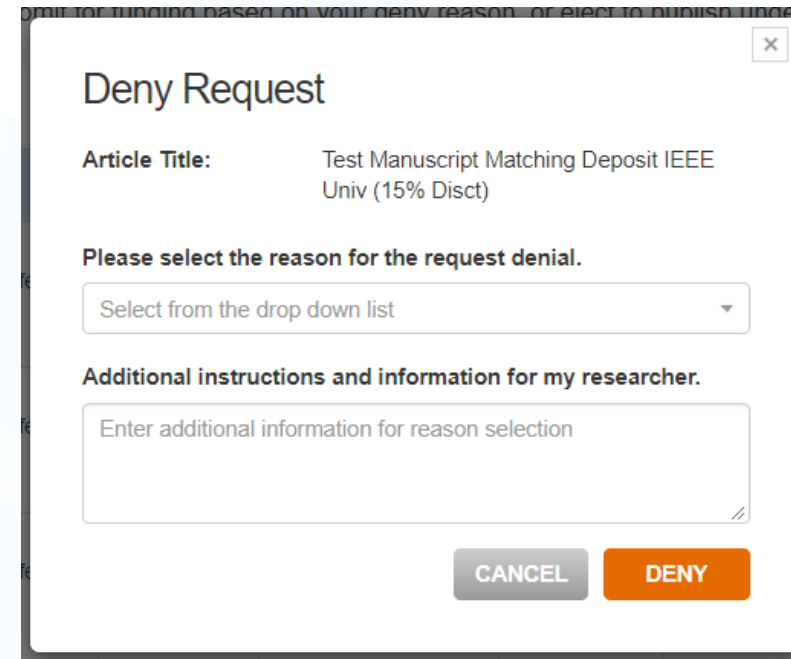
Select from the drop down list

- APC exceeds max fee limit
- Missing required Creative Commons license
- Funding no longer available
- Questioning Author Affiliation
- Other (note below)

CANCEL **DENY**

If a funding request is denied, administrators can select the reason from the pre-populated dropdown list. The reason will be included in the notification email sent to the author.

Administrators can also add an explanation or further instructions. (If “Other” is selected from the dropdown menu, this field is mandatory.)



Deny Request

Article Title: Test Manuscript Matching Deposit IEEE Univ (15% Disc)

Please select the reason for the request denial.

Select from the drop down list

Additional instructions and information for my researcher.

Enter additional information for reason selection

CANCEL **DENY**

Article Acceptance

The author receives an email when the request is approved or denied by the institution.



Your article has been accepted and will be published open access

Dear Mr. Ruben Garcia Alia,

Congratulations on being accepted for publication in *IEEE Geoscience and Remote Sensing Letters* for the following manuscript:

Manuscript DOI: 10.1109/JTEHM.2019.529447

Manuscript ID: TNS-003417-445

Manuscript Title: This is a touch free OA only profile test

Published by: Institute of Electrical and Electronics Engineers (IEEE)

Total Charges Covered: 2045.00 USD

Funding for your open access publication charges has been covered by CCC University based on an agreement between CCC University and Institute of Electrical and Electronics Engineers (IEEE).

If there are any additional publication charges available to you, such as page or color charges, we will send a payment link for those charges under separate cover.

Sincerely,

Institute of Electrical and Electronics Engineers (IEEE)

Tel.: +1-877-622-5543 / +1-978-646-2777
IEEESupport@copyright.com
www.copyright.com



RightsLink®



Billing Profiles

Billing Profiles | **Funding Requests** | **Reports**

Below you will find a list of special billing profiles that publishers have setup with your organization.

From this page you can:

- Select any Profile Name to view the details of that profile.
- Assign an internal nickname to each profile. This value will appear on your invoices to ease identification.
- Double-click on any existing nicknames to make changes.
- Enroll a profile in automatic approvals. Please note, checking the automatic approvals box will approve funding for any manuscript that is matched and submitted under that billing profile.

Results 1 - 7 of 7

Profile Nickname	Profile Name	Publisher	Invoicing Frequency	Profile Start Date	Profile End Date	Profile Status	Automatic Approvals	Notifications	
<input type="button" value="Click to add"/>	IEEE University Deposit Account - 15% Discount	IEEE - INST OF ELECTRICAL AND ELECTRONICS ENGRS	Semi-Monthly	18-Apr-2019	N/A	Active	<input type="checkbox"/>		
Amount Approved for Invoicing		20,897.25 USD							
Number of APC Tokens Remaining		0							
Value of APC Tokens Used		9,340.00 USD							
Number of APC Tokens Used		10							
<input type="button" value="Click to add"/>	IEEE University EMEA Special Offer 3	IEEE - INST OF ELECTRICAL AND ELECTRONICS ENGRS	Monthly	15-Oct-2019	30-Nov-2020	Active	<input type="checkbox"/>		
<input type="button" value="Click to add"/>	Andy Test - Please Ignore	IEEE - INST OF ELECTRICAL AND ELECTRONICS ENGRS	Monthly	18-May-2018	N/A	Suspended	<input checked="" type="checkbox"/>	1 0	

If an institution has agreements with multiple publishers that use RLSC, they will be able to access all profiles from the “Billing Profiles” tab.

Administrators can also set automatic approvals, manage notifications, and view agreement details.

Billing Profiles

IEEE University: Deposit Account - 15% Discount

IEEE - INST OF ELECTRICAL AND ELECTRONICS ENGRS

This profile is currently active.



Last modified: 18-Apr-2019 13:35:29 by sholt@copyright.com

[CREATE NOTIFICATION](#)

Update Special Billing Profile

Use this form to view the special billing arrangement between your organization and a publishing house. You can also update contact information for your organization, assign a primary organization contact, and choose to suppress email notifications as needed.

- If you have more than one agreement with a publisher that varies by journal, you should expect to see separate profiles for each agreement.
- Note under the *Profile Attributes* section, you can see if the agreement applies to all journals or a subset.

 ORGANIZATION DETAILS	 BILLING ADDRESS
Profile Name * <input type="text" value="IEEE University: Deposit Account - 15% Discount"/>	Address Line 1 * <input type="text" value="445 Hoes Ln"/>
Optional Profile Type <input type="text" value="Deposit"/>	Address Line 2 <input type="text"/>
Organization * <input type="text" value="IEEE University"/>	Address Line 3 <input type="text"/>
Need to update this address?	Country * <input type="text" value="United States"/>
	Zip/Postal Code * <input type="text" value="08854"/>
	City * <input type="text" value="Piscataway"/>
	State/Province * <input type="text" value="NJ"/>

Clicking on a specific profile will bring up agreement details.

Most of the data will be read-only. However, administrators can add contacts, manage notifications, add a special note to authors, and choose to require an order number.

Reporting

Reports

[Billing Profiles](#) | [Funding Requests](#) | [Reports](#)

Report type: Transaction Summary Report ? Time zone: ? RightsLink (Eastern) Local

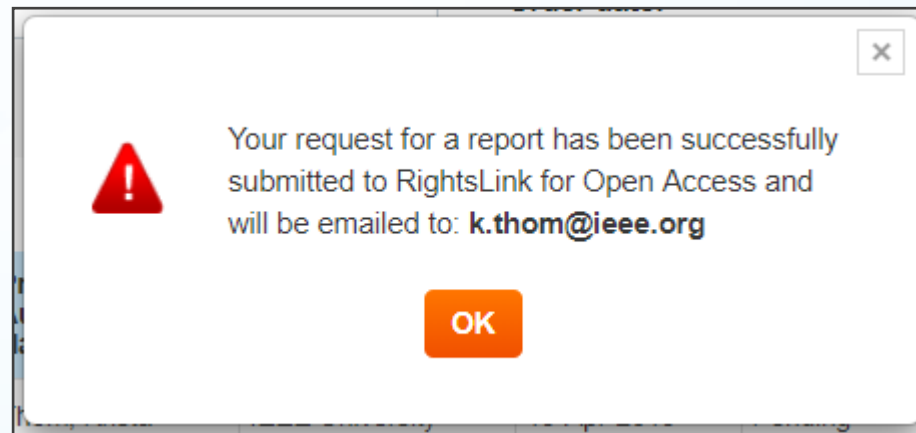
Transaction Summary Report

Manuscript ID:	<input type="text"/>	Primary Author first name:	<input type="text"/>
Manuscript name:	<input type="text"/>	Primary Author last name:	<input type="text"/>
Publisher name:	<input type="text"/>	Primary Author ID:	<input type="text"/>
Promotion name:	<input type="text"/>	Primary Author Institution:	<input type="text"/>
Funder name:	<input type="text"/>	Funding status: ?	<input type="text" value="All"/>
Invoice number:	<input type="text"/>	Payment status: ?	<input type="text" value="All"/>
Order ID:	<input type="text"/>	Order date:	<input type="text" value="In last 30 days"/>

In the “Reports” tab, administrators can run Transaction Summary Reports based on various criteria.

Reports

- If an institution has profiles with multiple publishers, manuscripts from all publishers will be shown by default. However, it is also possible to limit results to a single publisher.
- Transaction Summary Report data is refreshed hourly.
- Full reports will be sent by email.



Important questions to check

- With „Touch Free“ workflow the „Bill me“ option is only available if admin has denied the funding
- Additional reports about articles published traditionally (closed) are included in a different report and can be shared quarterly

Choosing Where to Submit

- IEEE Publication Recommender helps authors find the most suitable journal and displays journal's OA Status with submission URL

Note: Open Access status clearly displayed in results.

IEEE Publication Recommender™
Find the best match for your scholarly article

- Search 190+ periodicals and 1800+ conferences
- Compare critical points such as Impact Factor and Submission-To-Publication Time
- Get all the key data about IEEE publications at a glance
- Download the results of your search

Choose a search type and let Publication Recommender do the work!

- Both Periodicals and Conferences
- Periodicals only
- Conferences only

Narrow by date: (Optional)

Or, find details for a specific publication

Enter keywords, key phrases, or article title
Electron Devices

Extract keywords
Enter your abstract here (PDF, DOC, DOCX)

PERIODICALS

- Electron Devices, IEEE Transactions on
- Electron Devices Society, IEEE Journal of the
- Electron Device Letters, IEEE

CONFERENCES

- 2020 IEEE International Electron Devices Meeting (IEDM)
- 2021 IEEE International Electron Devices Meeting (IEDM)
- 2023 International Electron Devices Meeting (IEDM)
- 2022 International Electron Devices Meeting (IEDM)
- 2024 IEEE International Electron Devices Meeting

IEEE Publication Recommender™
Find the best match for your scholarly article

Periodical: Electron Devices Society, IEEE Journal of the

Impact Factor:	2	Open Access Availability:	Open Access Only
Eigenfactor:	0.00259	Submission to Publication in Xplore:	Not yet available
Article Influence Score:	0.764	Issues per year:	1

Aims & Scope:
The IEEE Journal of the Electron Devices Society (J-EDS) is an open-access, fully electronic scientific journal publishing papers ranging from fundamental to applied research that are scientifically rigorous and relevant to electron devices. The J-EDS publishes original and significant contributions relating to the theory, modelling, design, performance, and reliability of electron and ion integrated circuit devices and

Published By: Not yet available

Go to Periodical home page: <https://ieeexplore.ieee.org/xpl/RecentIssue.jsp?punumber=6245494>

Contact: Not yet available

Need additional assistance?

- IEEE Open Site
 - <https://open.ieee.org/>
- IEEE Author Center
 - <https://ieeauthorcenter.ieee.org/>
- RightsLink for Scientific Communications: Resources for Institutions
 - <http://www.copyright.com/publishers/rightslink-scientific/institution-agreement-management-resources/>
- Author posting guidelines
 - <https://www.ieee.org/publications/rights/author-posting-policy.html>