

## Glossary

<b>APC</b>	<i>Article Processing Charges</i> . A fee that is paid to the publisher for making the article open access. The fee can be charged for an article in either an open access- or a hybrid journal.
<b>Corresponding Author</b>	The publisher registers one author per article and the corresponding author is the person who submits the article.
<b>Creative Commons</b>	A Creative Commons license ensures that the author retains all the Copyrights whilst giving permission for their work to be published, reproduced, and edited. Go to <a href="https://creativecommons.nl">https://creativecommons.nl</a> .
<b>Submitting</b>	Submitting an electronic copy of a publication to a repository (such as PURE).
<b>DOAB</b>	Directory of Open Access Books. A website with an overview of books that are open access available and have been peer reviewed. Go to <a href="https://www.doabooks.org">https://www.doabooks.org</a> .
<b>Double Dipping</b>	A situation where a publisher charges a fee for publishing an article open access as well as charging the subscription fee. This means that an institute for higher education ends up paying twice for the same thing: the subscription fee to the journal and the fee for an open access article. → See also: Hybrid Journals.
<b>Hybrid Journals</b>	Hybrid journals are traditional journals based on their subscription model that offer an open access option per journal article. These articles are open access available if a publication fee has been paid to the publisher. This is why hybrid journals have not been added to the Directory of Open Access Journals (DOAJ), and can therefore not be financed through the HvA Open Access Fund.
<b>Impact Factor</b>	The impact factor is the average number of articles that have been cited from a particular journal, over the course of two years. The higher that number, the higher the journal's prestige. This number becomes substantive once one compares it to the impact factor of journals of the same discipline.
<b>Open Access</b>	Open access is a large international movement that aims for free access to scientific information such as publications and data. Open access is also the term for a new business model for scientific publishing where information is freely available to the reader. This is in contrast to the subscription model where reader have to pay, usually via a library, to gain access to information.
<b>Open Access – Green</b>	Open access involves two routes: a gold and a green route. The green route is based on self-archiving. Upon publishing the author submits their work to a repository which makes it freely available to the rest of the world. This route does allow for an embargo period upon the publisher's request which means the work will not be open access available until the embargo has expired. The HvA-policy sets a maximum of 6 months for embargo periods. → See also: Repository.

<b>Open Access – Gold</b>	Open access involves two routes: a gold and a green route. The gold route involves the work being immediately made open access available via the publisher’s website. The researcher or their employer pays a fee upon approval to the publisher for this service.
<b>Peer Review</b>	A method of ensuring the quality of written work by having the author’s peers critically assess it.
<b>Predatory Journals</b>	Open access journals with a questionable reputation. The publisher requires the author to pay for publication fees (the APC, see entry) without having editors or peer-reviewers. See the following tips to recognize such journals: <a href="http://www.openaccess.nl/en/what-is-open-access/quality">http://www.openaccess.nl/en/what-is-open-access/quality</a>
<b>Pre-print</b>	The prefinal version of the article in the author’s format (for example MS WORD).
<b>Post-print</b>	A final peer-reviewed manuscript that has been accepted for publication but not yet formatted according to the publisher’s lay-out.
<b>Repository</b>	A lot of higher education institutions that support open access publishing have their researchers submit their publications to a world-wide freely accessible database. Such an online archive is called a repository.
<b>Publisher’s version</b>	The final peer-reviewed manuscript that has been formatted according to the publisher’s lay-out.
<b>Waiver</b>	A declaration to postpone immediately making a manuscript open access available. If a publisher does not allow immediate open access publishing then the author does submit their publication to a repository (for HvA its PURE), but under an embargo. The HvA has set a maximum of 6 months for embargos.