



DTU Research Publication Policy

- part of DTU's research policy

1. PREFACE

Publication of research results is key to the mission and functions of the university, the exploitation of its research in society, and the recognition of its individual researchers as well as of the institution as a whole.

The policy ensures that publication at DTU:

- is in line with the Danish Code of Conduct for Research Integrity
- is in line with the Danish National Strategy for Open Access
- is in line with the DTU Research Policy
- is in line with the requirements of research funders, including the EU.

It is the responsibility of the individual researcher to ensure that his/her research lives up to both current legislation and the frameworks for international collaboration prior to publication.

Scope

The policy deals with scientific publications with DTU researchers as authors. These are typically in the form of articles in journals, papers in conference proceedings and chapters in books that have undergone peer-review during the publication process. The scientific publications will be registered in DTU Orbit and made visible to the world at large.

The policy deals with the following aspects of publication:

- General principles (section 2)
- Attribution of authorship (section 3)
- Registration and archiving (section 4)
- Open Access (section 5)
- Management of copyright (section 6)

2. GENERAL PRINCIPLES

- i. Research results should be published in an honest, transparent, and accurate manner.
- ii. Publishing the same results in more than one publication should only occur under particularly, clearly explained and fully disclosed circumstances.
- iii. Recycling or re-use of primary materials, data, interpretations or results should be clearly disclosed.
- iv. If access to and analysis of all data are subject to limitations, this should be declared in a clear manner to the readers of the publication. Detailed information about any role of the study sponsor concerning research design, collection, analysis and



- v. interpretation of data, and publication decisions should be provided in the manuscript.
- vi. When using one's own work and the work of other researchers in a publication, appropriate and accurate references to such work should be provided.
- vii. The right of researchers to unrestricted publication of their research should be respected.

3. ATTRIBUTION OF AUTHORSHIP

Attribution of authorship should in general be based on criteria a-d adopted from the Vancouver guidelines (<https://www.icmje.org/recommendations/browse/roles-and-responsibilities/defining-the-role-of-authors-and-contributors.html>) and all individuals who meet these criteria should be recognised as authors:

- a. Substantial contributions to the conception or design of the work, or the acquisition, analysis, or interpretation of data for the work, and
- b. drafting the work or revising it critically for important intellectual content, and
- c. final approval of the version to be published, and
- d. agreement to be accountable for all aspects of the work in ensuring that questions related to the accuracy or integrity of any part of the work are appropriately investigated and resolved.

The DTU code of conduct elaborates on the requirements as regards the correct crediting of scientific contributions as well as on the delegation of responsibility in relation to co-authorship attributions in scientific publications. Read more about DTU's Principles for good scientific conduct on DTU Inside.

DTU authors must ensure that they themselves as well as the university are attributed unambiguously:

- a. Author names should be written consistently in the same form in publications. All researchers at DTU must obtain an ORCID, (www.orcid.org) and add it to their publications.
- b. The authors' DTU affiliations should be written consistently in the short or long form given below, using the "Section for Cognitive Systems" as example:
DTU Compute, Cognitive Systems, Technical University of Denmark, 2800 Kgs. Lyngby, Denmark
Department of Applied Mathematics and Computer Science, Section for Cognitive Systems, Technical University of Denmark, DTU, 2800 Kgs. Lyngby, Denmark
- c. The authors should state explicitly any association with private companies or other institutions.

4. REGISTRATION AND ARCHIVING

- i. All publications must be registered and archived in the university's research database, DTU Orbit (<https://orbit.dtu.dk>).



- ii. At the end of the peer-review process, DTU authors must submit the final and accepted manuscript to the library for registration and archiving.
- iii. DTU Library is responsible for the registration and archiving of publications in DTU Orbit.
- iv. As soon as a published version becomes available, DTU Library will update the registration and add the published version to DTU Orbit.
- v. DTU Library ensures Open Access to the archived publications as soon as this is possible in accordance with the appropriate journal and publisher policies.

5. OPEN ACCESS

DTU publications must be easily and freely available to the widest possible audience in order

- to enable scientific collaboration and scrutiny
- to facilitate the exploitation of research results
- to support information and knowledge access to society at large.

Open Access is a key concept in enabling this availability as the access rights acquired by the university do not extend beyond the campus. However, the current marketplace for scientific publishing services is characterized by a lack of competition and a very high level of costs for the universities. Consequently, DTU researchers must consider the following when deciding where and how to publish:

- the expected recognition by fellow researchers (citations etc.)
- the availability of the publication to the widest possible audience
- the costs, if such are incurred in addition to the university's subscription costs.

In practice, Open Access may be achieved in three ways:

i. Via Open Access repositories (green Open Access)

This form of Open Access will be realized for all DTU publications simply by following the provisions of section 4 above. No additional publication costs will be incurred, and no additional researcher effort is required. Open Access via DTU Orbit becomes effective at the end of peer-review or soon thereafter in accordance with the policies of the particular journal or publisher.

Green Open Access is the national recommendation and strategy, and DTU is committed to this strategy.

ii. Via Open Access journals (golden Open Access)

Many journals are launched as dedicated Open Access journals where all content is freely accessible by anyone on the Internet. In some cases, publication in such journals is free, in other cases, the authors are charged a fee, an "article processing charge". Publishing in an Open Access journal is relevant when it is considered the best place to publish and the costs are not excessive. Golden Open Access costs must be covered by the department e.g. through project funding.



iii. Via Open Access articles in subscription journals (hybrid Open Access)

Many subscription journals offer authors the option to pay an extra fee in order to release their article as Open Access while the rest of the journal remains subscription access only. This fee is often very substantial and comes on top of the subscription license already paid by the university. Consequently, this should be avoided, except in the few cases where DTU researchers can get a discount or are able to publish free of charge due to the university's subscriptions or special license agreements.

6. MANAGEMENT OF COPYRIGHT

- i. The copyright to a literary work belongs to the author(s) which means that DTU authors themselves can decide where and under what conditions to publish.
- ii. DTU authors are advised to avoid the transfer of all rights to the publisher, but rather to license the limited set of rights needed to enable publication in the particular journal.
 - a. As a minimum, DTU authors should retain the right to make the publication available via the university's institutional repository, DTU Orbit.
- iii. DTU authors publishing in Open Access journals or otherwise able to define the license of their publication are advised to use a globally recognized and understood Creative Commons license, such as CC-BY.

7. ENTRY INTO FORCE

The DTU research Publication Policy was approved by the Executive Board and discussed by the Cooperation and Joint Consultation Committee (HSU) on 15 March 2023.

The policy becomes effective from the time it is published on DTU's intranet, DTU Inside.

8. POLICY PROCESS

The DTU research Publication Policy should be considered for review every five years.