ChronosHub

User Guide for researchers and administrators at institutions with grants funded by the Swiss National Science Foundation (SNSF)

2022

CONTENT

WE ARE CHRONOSHUB

The leading open access management (OAM) platform for optimizing research publishing and reporting processes.

ChronosHub is an open access management platform for researchers, institutions, funders, and publishers. Their mission is to transform the publishing process by maximizing automation to let researchers focus on the research and not the process of publishing research.

ChronosHub was founded in 2017 and is headquartered in Copenhagen, Denmark. The platform is used to process about 100,000 articles per year for APCs, OA agreements and repository deposits. For more information, please visit: https://chronoshub.io/.

HOW CAN CHRONOSHUB HELP ME?

1

Journal Compliance Check

You can check if a journal offers any publishing options that are compliant with your policy.

2

Agreements

You can see article processing charge (APC) estimations and if there's an agreement in place covering the APC or giving you an APC discount.

3

Submission

You can submit directly to many of the journals as ChronosHub is integrated with known submission and peer-review systems like Editorial Manager, ScholarOne, eJournalPress and Manuscript Manager.

4

Payment

Upon article acceptance, you can submit your invoice to ChronosHub. The platform will then check if the invoice is eligible for funding. If eligible, ChronosHub will pay the invoice for you directly to the publisher on behalf on the funder. If the invoice amount is beyond the cap funded, the remaining amount will be invoiced to the author or institution depending on funder policy.

SNSF
POLICIES

- As part of the evolution of its OA policy, SNSF adopted the online ChronosHub platform for the management of APCs.

- According to the current policy, any APCs for articles published after January 1, 2021, will be paid by SNSF through the ChronosHub platform.

- Read about both the current and future SNSF OA policies here.

CHECK THE POLICY

GRANT WAS AWARDED BEFORE 01/01/2023

- Grantees are obliged to make all SNSF-funded research results they publish publicly accessible without any restrictions (open access requirement of the SNSF). This applies to all publications that are regarded as scientific output (e.g. articles, book chapters, books).

- If the work is first published in a subscription-based journal, as a closed-access book, or as a book chapter in a closed-access anthology - an identical version of the publication is then made publicly available in a repository at a later date (no later than 6 months for articles, 12 months for books and book chapters).

GRANT WAS AWARDED AFTER 01/01/2023

- The SNSF joins cOAlition S and will take steps to bring the new, Plan S-aligned, OA requirements into effect on January 1, 2023.

- https://www.coalition-s.org/snsf-joins-coalition-s/

- https://www.coalition-s.org/plan-s-funders-implementation/
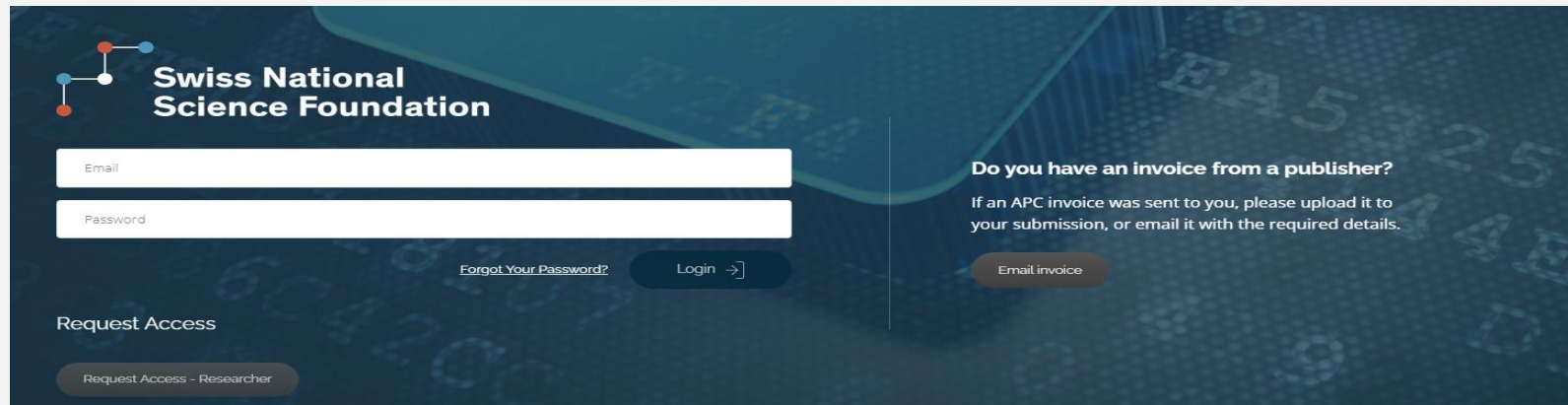
APC FUNDING ELIGIBILITY

To get the APC invoice paid, the following criteria need to be met:

① **Open Access Journal**

Ensure the journal is a gold (fully) OA journal.

② **Funded Project/ SNSF grantee**

Articles must be submitted by the SNSF grantees or the project staff via snsf.chronoshub.io and must refer to the SNSF-funded project.

At least one of these persons must be mentioned as an author.

③ **Funding Acknowledgement**

The funding from SNSF must be acknowledged.

PROCESS OVERVIEW

Please go to https://snsf.chronoshub.io/ to access the platform.
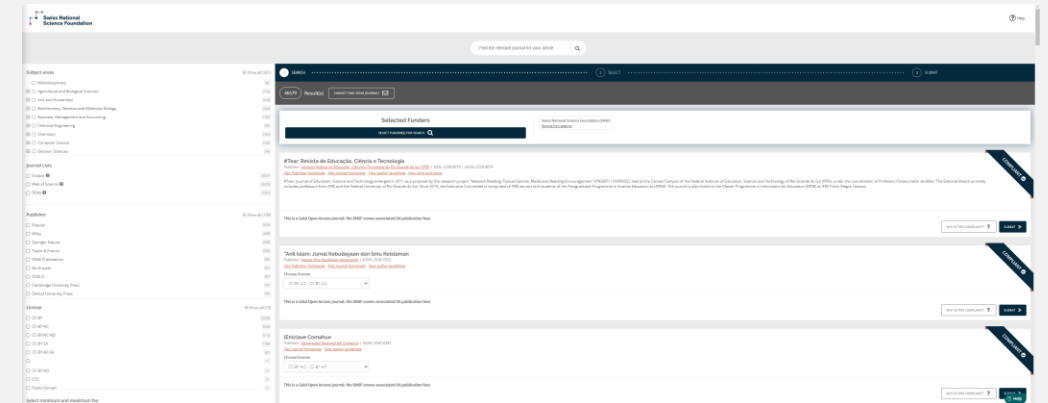
ACCESS ACCOUNT
How to log in?

Researchers and admins can log in using an institutional email address. If you do not have

an account, please click 'Request access' on the homepage and submit the form. You can

also ask your PI to add you to a specific grant.

COMPLIANCE
Check compliance in the Journal Finder

Before submitting your article to a publisher, use the journal finder to check for

compliance with the OA policy.

You can also see agreements where applicable and if you will be eligible for APC

funding upon acceptance.

SUBMISSION
Submit your article to the publisher

Submit directly to journals through ChronosHub by clicking 'Select' for the desired journal, and then following the instructions on the screen for submission as a new manuscript (option 1). Please note that not all journals have this possibility, in which case you will, after just entering your article title, be taken to the login page for the journal's submission system.

DIRECT PAYMENT
Payment upon acceptance

APC invoices can be forwarded for payment in a few simple steps via the platform. Please upload it to your submission or send it with the required details to ensure a quick compliance and eligibility check.

If funding is approved by the funder, ChronosHub will process the payment of the full amount directly to the publisher.

REIMBURSEMENT
Reimbursement after payment

Already paid APCs can be reimbursed up to six months after the article publication date. To this end, you need to send the invoice and proof of payment, and the required details through the platform to ensure a quick compliance and eligibility check.
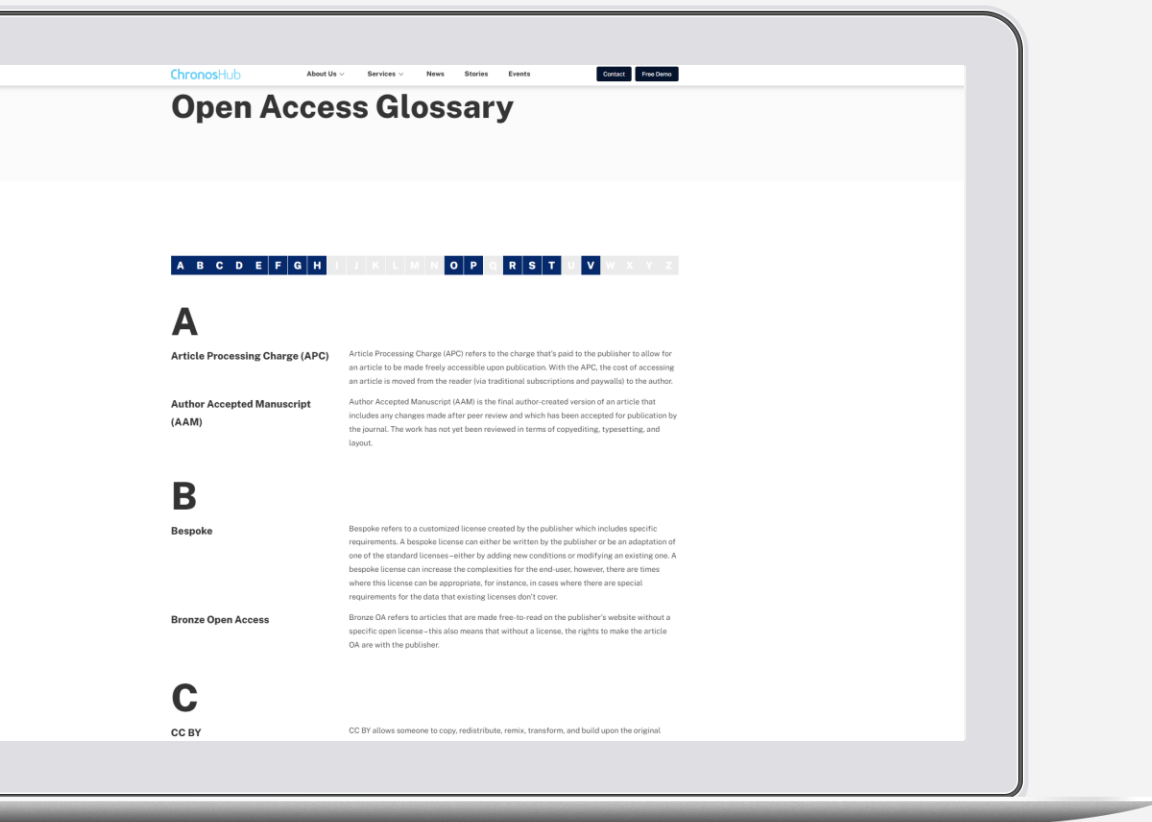
REPORTING
Don't worry!

The funder has access to all the data on accepted and published articles via ChronosHub. You do not need to report your publications to the funder.

You've followed the process and made it easier for everyone included.

THANK YOU!

OPEN ACCESS GLOSSARY & GUIDE

APC, embargo period, OAF, gold journal, hybrid, PI.
Confused about the Open Access lingo? Fear not.
We've created a glossary where you'll find easy-to-understand definitions of all you need to know.

Glossary: https://chronoshub.io/open-access-glossary/
Open Access Guide: https://chronoshub.io/open-access-guide/