Step-by-step guide

for authors publishing Open Access in Cambridge Journals

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Open Access Publishing in Cambridge Journals

**Manuscript Preparation**
1. Find your chosen journal on Cambridge Core
2. Review the Instructions for Contributors (IFCs)
3. Format your manuscript

**Manuscript Submission**
1. Click ‘Submit your article’ on your chosen journal's homepage
2. Complete the submission form in Online Peer Review System (OPRS)

**Manuscript Review**
3. Your manuscript goes through Editorial and Peer Review

**Publication Decision**
4. Your manuscript is accepted for publication
5. Fill in and submit the Open Access licence to publish form. This indicates that you wish to publish Open Access
6. Your manuscript moves into production

**Payment Process**
1. Receive email from Rightslink requesting APC payment*
2. Login or create an account in Rightslink
3. If applicable, input your institution in the ‘Affiliation Discount’ section
4. Confirm transaction

**Article Publication**
5. Article is published as Open Access

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**Alternative avenues**
If you know the correct Online Peer Review System for your journal, go directly to ScholarOne / Editorial Manager
OR contact the Editorial Office directly
OR contact Customer Services.

**Read and Publish**
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