Submitting an item to the ANU Open Research repository

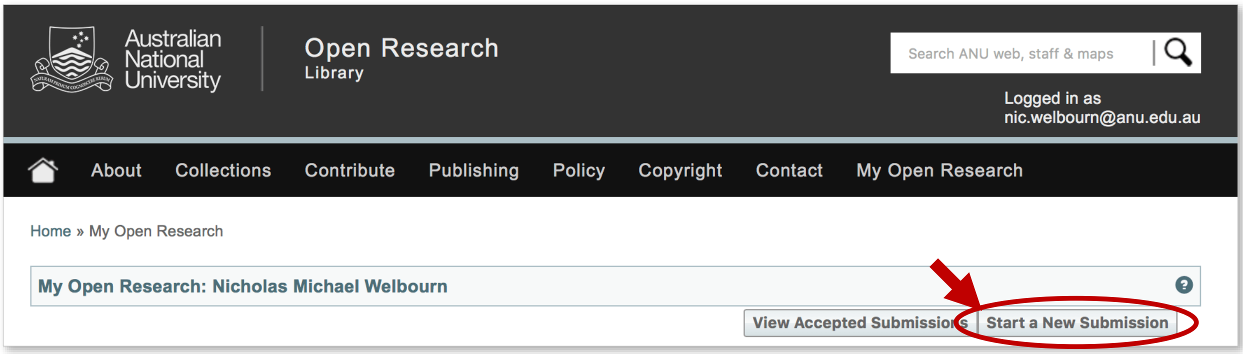
RESPONSIBLE AREA: University Librarian, ANU Library
CONTACT: repository.admin@anu.edu.au
UPDATED: 17 May 2016

Step 1: login

Login to the Open Research repository using your ANU ID and password.

Step 2: start a new submission

Select the **Start a New Submission** button.

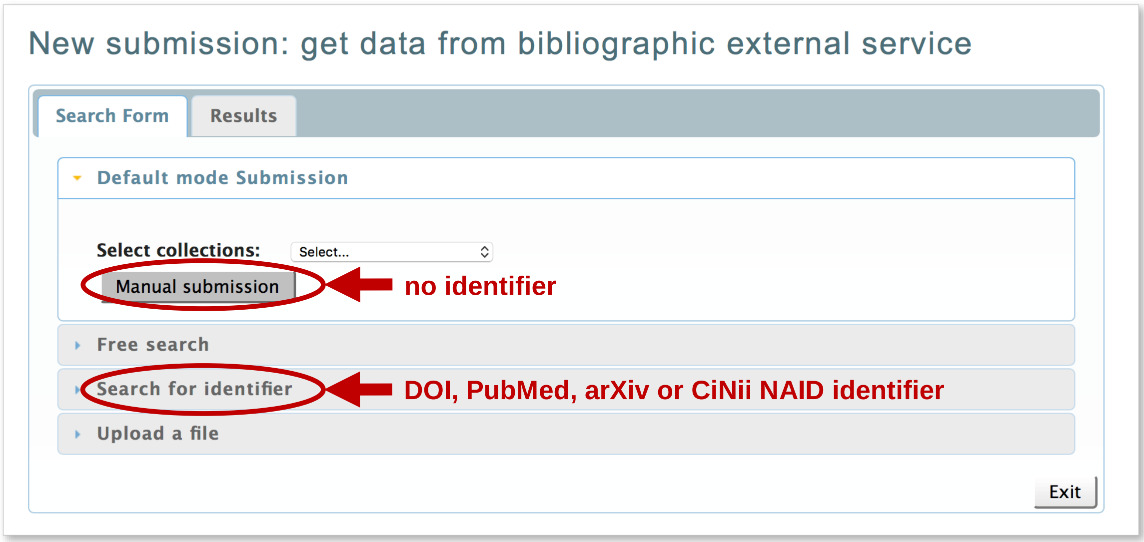


Step 3: enter an identifier

The **New submission: get data from bibliographic external service** screen appears.

> If you have a DOI, PubMed, arXiv or CiNii NAID identifier for your publication, select **Search for identifier**. Enter the identifier in the relevant box, then select the **Search** button.

> If you do not have a DOI, PubMed, arXiv or CiNii NAID identifier for your publication, manual entry of publication details is required. Use the drop-down box to select the **ANU Research Publications** collection, then select the **Manual submission** button. Then continue from Step 6 below.

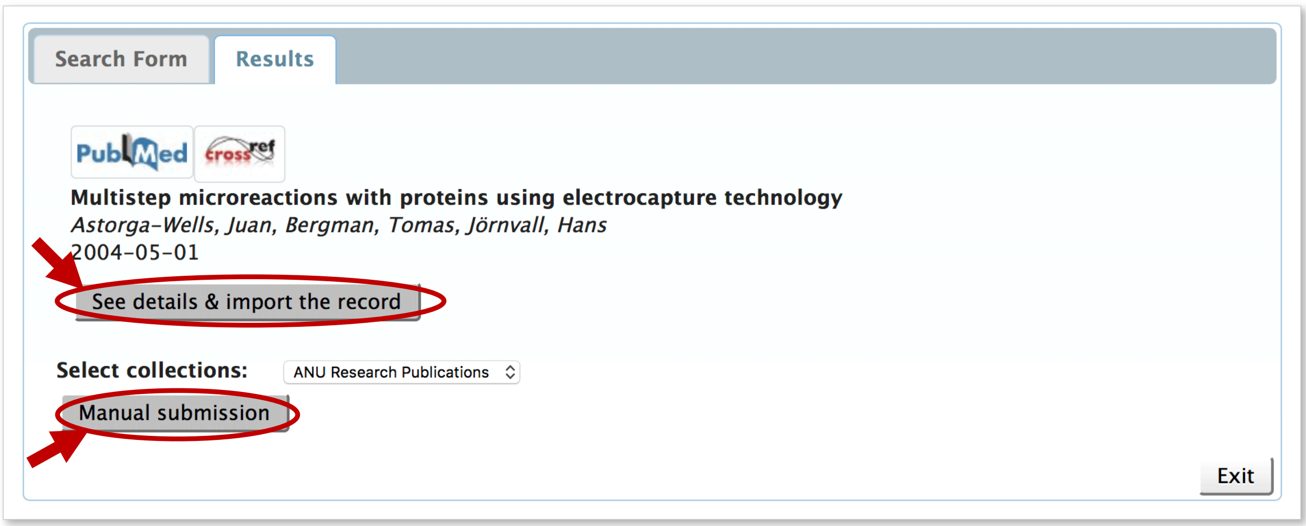


Step 4: identifier search results

The identifier search lists all matching publications in the **Results** tab.

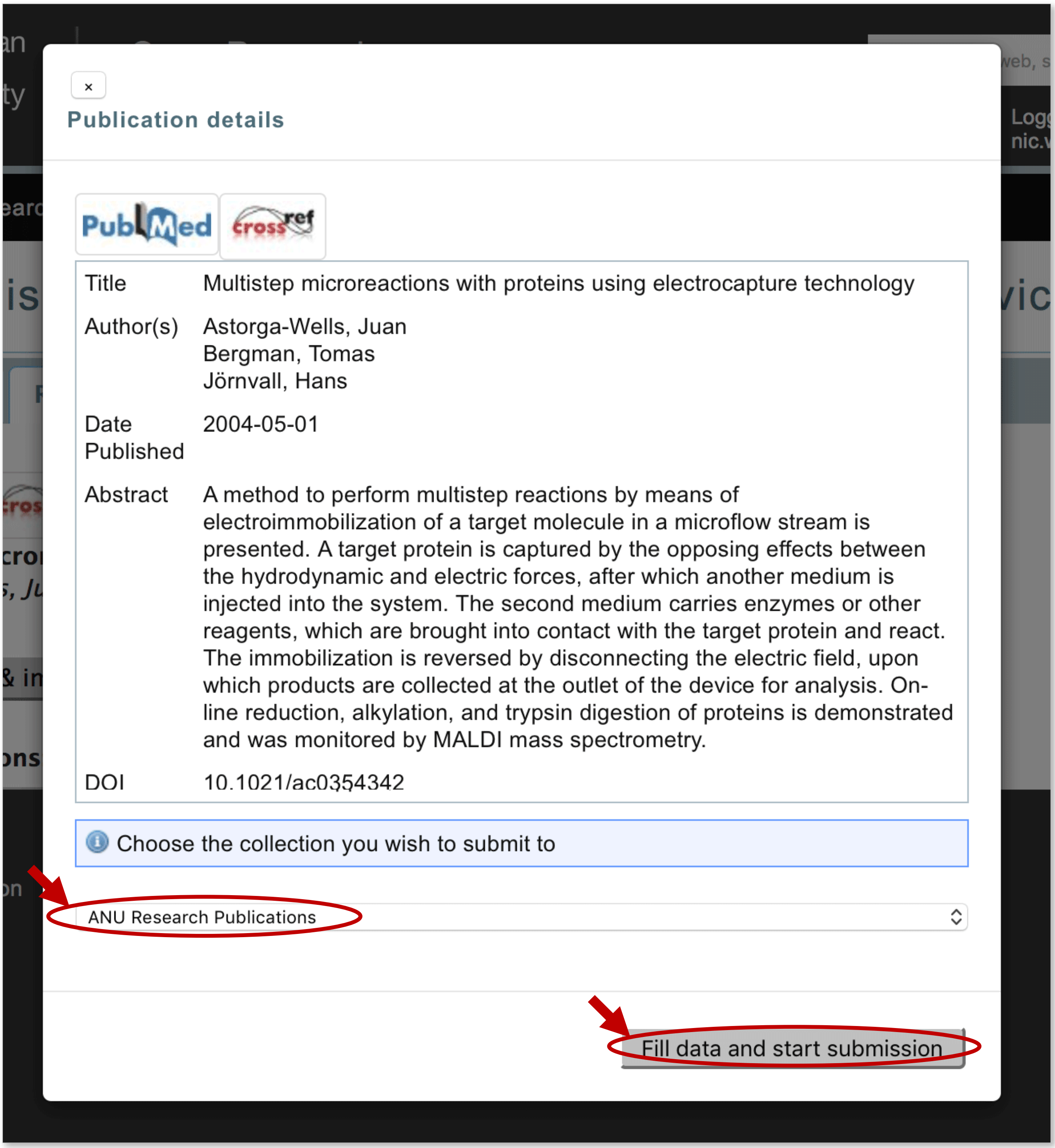
> Select your publication to proceed with the submission process, then select the **See details and import the record** button.

> If no results are returned, select the **Search Form** tab and either search again, or complete the manual submission process by selecting the **Manual submission** button.



Step 5: select the collection

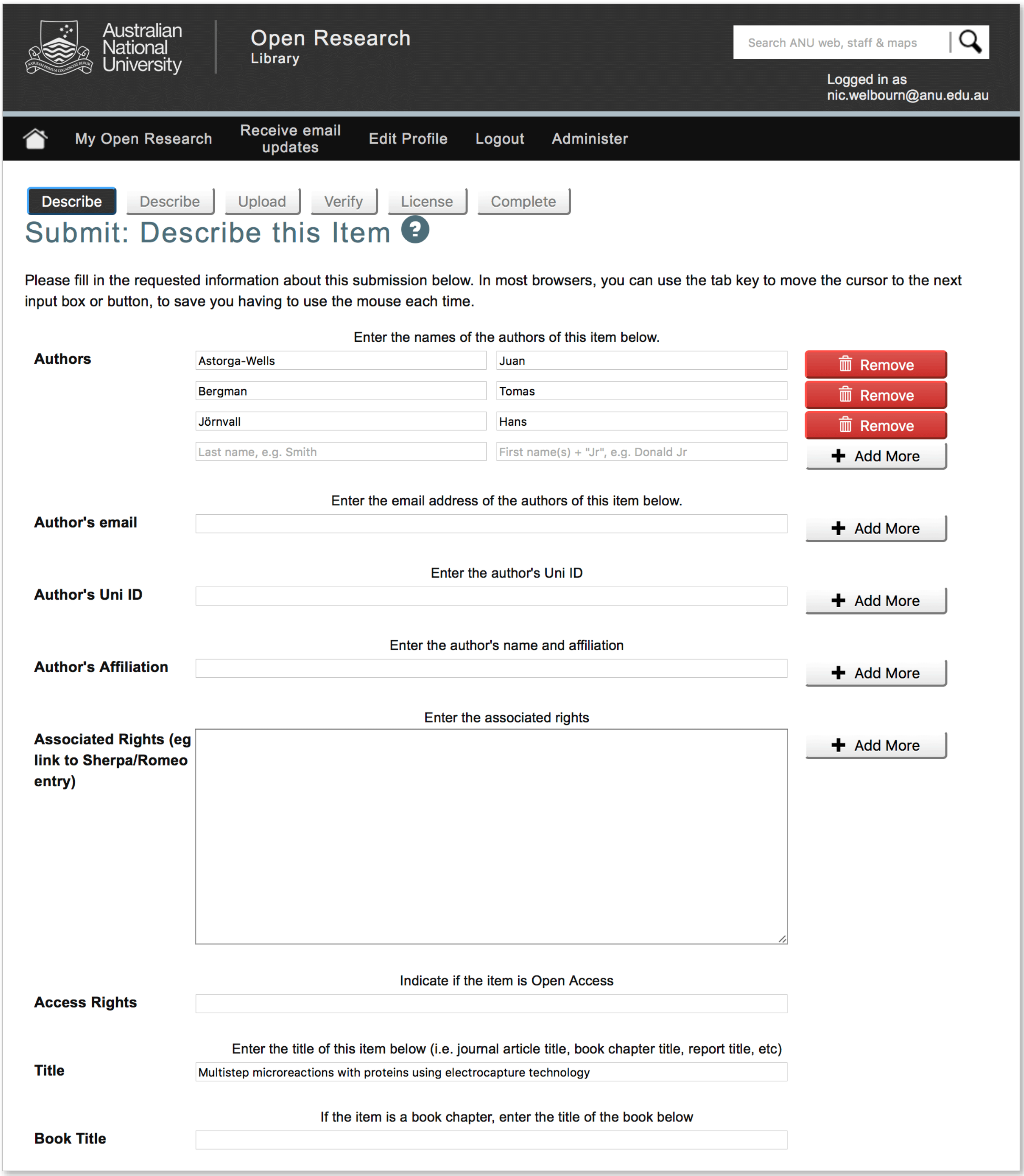
- Check that the publication details of the item you wish to import are correct.
- Use the drop-down box to choose the collection to which you wish to submit (**ANU Research Publications** is normally the only option listed)
- Select the **Fill data and start submission** button.



Step 6: description details

> Fill in as many details as possible on the submission form. Some of the details have been pre-filled for you as a result of the DOI search.

> Use the **Next >** button at the bottom of each page to continue.



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Describe | Describe | Upload | Verify | License | Complete

Submit: Describe this Item

Please fill in the requested information about this submission below. In most browsers, you can use the tab key to move the cursor to the next input box or button, to save you having to use the mouse each time.

Authors — Enter the names of the authors of this item below.

Astorga-Wells	Juan	Remove
Bergman	Tomas	Remove
Jörnvall	Hans	Remove
Last name, e.g. Smith	First name(s) + "Jr", e.g. Donald Jr	Add More

Author's email — Enter the email address of the authors of this item below. — Add More

Author's Uni ID — Enter the author's Uni ID — Add More

Author's Affiliation — Enter the author's name and affiliation — Add More

Associated Rights (eg link to Sherpa/Romeo entry) — Enter the associated rights — Add More

Access Rights — Indicate if the item is Open Access

Title — Enter the title of this item below (i.e. journal article title, book chapter title, report title, etc)

Multistep microreactions with proteins using electrocapture technology

Book Title — If the item is a book chapter, enter the title of the book below

Step 7: file upload

> If you have a file to upload with your submission, select **Select a file**. Then select the **Next >** button.

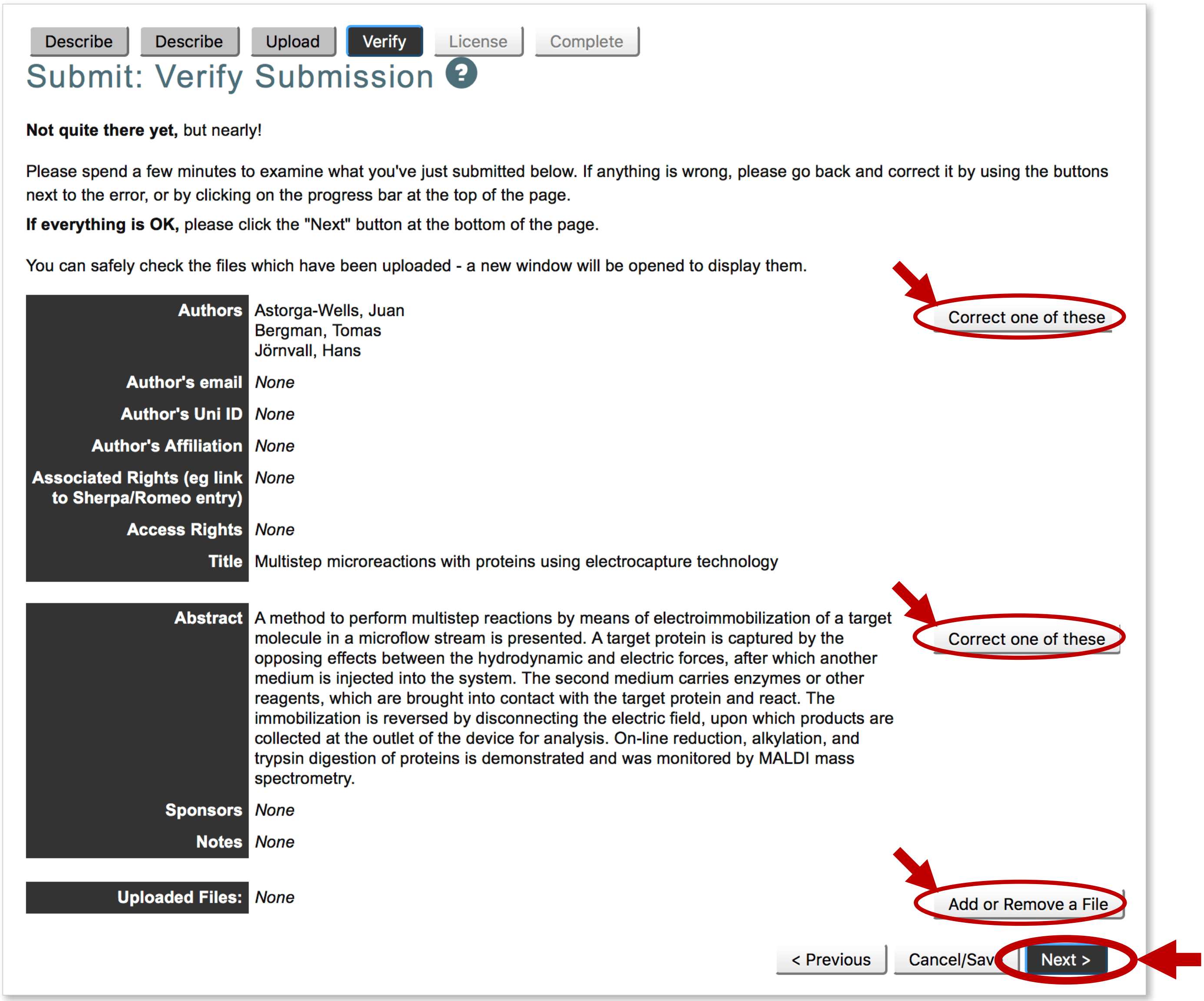
> If there is no file to upload, click the **Skip file upload >** button.

Step 8: verification

The **Verify Submission** screen appears.

If you are not satisfied with your submission, select the relevant **Correct one of these** button to update or enter new information.

> If you are satisfied with your submission, click the **Next >** button.



Step 9: license

The **Open Research Distribution License** screen appears. If you are satisfied with your submission, you will be asked to grant a license to allow the ANU Open Research repository to display your work. To grant a license, select the **I grant the license** button.

Your submission is complete!
Thankyou for submitting your publication to the ANU Open Research repository.

If you require any assistance with item submission, contact the repository team on +61 2 612 59729 (x59729) or repository.submission@anu.edu.au