University of Helsinki, Principles of open publishing 2025

Contents

- General principles
- Open access publishing services
- Responsibilities of the author
- Monitoring and updating of principles
- Glossary

General principles

- Academic publications and theses produced at the University of Helsinki are openly available by default. The requirement for open access publication applies to all members of the University community.
- The University promotes equal opportunities for members of the University community to publish their research openly, regardless of the research field, funding source or career stage.
- The research results are published in high-quality academic publication channels.
- The University has an overall picture of the costs of open access publishing and aims to ensure that they remain reasonable.
- The University aims to promote the immediate open access of new publications.
- The University develops its own assessment practices in such a way that activities to promote open access to research publications and, more generally, open publication culture, are considered when evaluating researchers and research.
- The University guarantees the long-term availability of research publications produced within its scope.

Open access publishing services

- The University offers a long-term stable repository for research publications. The comprehensive archiving of publications in the Helda open digital repository guarantees the documentation, long-term preservation and further use of research.
- All academic publications produced at the University are self-archived in Helda in accordance with publisher terms. To ensure the long-term availability of research publications, open publications are also self-archived. The University Library offers a self-archiving service and support with licensing issues.

- The University of Helsinki's theses are published in Helda. The University offers support for responsibly opening access to theses.
- The University of Helsinki Library offers centralised support for the open access publication fees of articles. However, this support excludes hybrid publishing, where the same publisher is paid both a subscription fee for its closed access material and the fee to publish an article openly.
- The University offers remarkable and high-quality publishing platform and publisher services for the open publishing of journals and books.
- Academic publications will also be opened for access retrospectively in Helda, taking into account the needs of the disciplines and copyright.
- The University offers training, support and guidelines for open access publishing. Training is offered both as part of curricula and as personnel training.
- The University supports the development of open publishing practices, publishing infrastructures and new funding models.

Responsibilities of the author

- Open publication must be considered when planning the research process. In the plan, the researcher will explain how the resulting publications will be openly available. The plan must also consider the terms and conditions of the research funders for open publication.
- It is the responsibility of the author to assess the quality and reliability of the publication channel already when planning the publication. The University Library will provide support when needed.
- The issues of authorship for joint publications must be agreed upon even before the manuscript is sent to the publisher. The University recommends that the authors familiarise themselves in this regard with the guidelines of the Finnish National Board on Research Integrity (TENK).
- The University of Helsinki must be named in the publication as an affiliation of the author.
- The author must check the terms of the publication channel for self-archiving before submitting the manuscript. The University Library will provide support when necessary. The University discourages publishing in publication channels that do not allow parallel recording.
- The author must add information on the research publication to the research information system Tuhat and ensure that the publication or its latest approved manuscript version is self-archived in accordance with the terms and conditions of the publisher. If needed, the University Library self-archiving service will take care of the archiving.
- Further use of academic publications should not be unnecessarily restricted, and the terms and conditions of use should be clearly stated. The University recommends using a current version of the Creative Commons license unless the publisher or funder requires otherwise.
- It is recommended that researchers use the international ORCID identifier and add it to their publications. The identifier enables reliable identification of the researchers and their publications. The University also recommends that researchers create a public profile using the ORCID identifier in the national Research.fi service, where publication data can be collected from different sources.

- The University of Helsinki's theses (bachelor's, master's, and doctoral dissertations) are published openly in the Helda publication archive unless there are reasonable grounds for doing otherwise. It is recommended to use the Creative Commons CC BY or CC BY-NC-ND licence. At the minimum, the summarising report of the article-based dissertations must be openly available. The University Library provides support on licensing the theses.

Monitoring and updating of principles

This document supersedes the previous University of Helsinki principles of open access publishing from 2017. A separate implementation plan for the updated principles has been drawn up. The implementation of the principles is monitored and assessed regularly. The principles of open access will next be updated no later than 2030.

Glossary

Academic publication = a publication in an academic publication channel containing new research knowledge, which other researchers must be able to verify, evaluate and use. The publication may be produced by a single or multiple researchers and its main target group is other research experts. According to the publication type classification of the Ministry of Education and Culture (OKM), the publication is peer-reviewed, meaning the entire manuscript to be published must be reviewed by independent experts. The publisher of an academic publication must always be external, and its editorial board must consist of research experts. Academic publications include journal articles (OKM classification A1 and A2), compilation articles (A3), conference articles (A4), separate works (C1) and edited works (C2). Sources and more information: https://julkaisufoorumi.fi/en/evaluations/decision-publication-type

Affiliation = the organisation or organisations of the researcher in which the research or expert work is mainly carried out. The author may have more than one affiliation. Entering affiliation information in the publication metadata ensures the publications are attributed to the right organisation and person, for example in research information systems, reference databases and statistics. See also: ORCID

Hybrid publishing = publishing in a subscription-based publishing channel, where it is possible to publish a single article or book chapter openly. In hybrid publications, the same publisher is paid both a subscription fee for the right to read closed access publications and the publication fee for an article's open access. Hybrid publishing has been found to lead to double dipping, thereby increasing the cost of open publishing.

Immediate open access = the open availability of an academic publication (e.g. article, book, chapter) without publication delay (embargo). The publication delays set by publishers vary, but

usually range from 6 to 24 months. Various open science projects seek immediate openness because embargos are an obstacle to open access. See also: Open access

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Long-term availability = ensuring access to information in digital form and keeping it understandable and accessible.

Manuscript versions = pre-publication versions of an article, book or book chapter. There are usually two manuscript versions: (1) a pre-print, submitted version, and (2) a peer-reviewed and final draft (Author's Accepted Manuscript, AAM). This is followed by the publisher's published and finished version (Version of Record). The last version of the approved manuscript is often the version that the publisher allows to self-archive in the publication archive. (For more information on manuscript versions: https://blogs.helsinki.fi/thinkopen/self-archiving-series-2-versions). See also: Self-archiving

Open publication, open access = free access to research publications digitally via an online connection. There are different ways to publish openly; the main routes are: (1) publishing in the open access publishing channel (gold model / gold open access), where the author can be charged a publication fee; (2) parallel publishing in an open publication archive independent of the original publisher (green model / green open access); and (3) publication in a hybrid open access channel (hybrid model / hybrid open access). See also: Publication fee

Open publication archive = a digital platform for storing and publishing academic research outputs, and the technical system and services built around it. Publication archives may be discipline-specific or maintained by an organisation. The open publication archive of the University of Helsinki is Helda.

ORCID = Open Researcher and Contributor ID is an international digital researcher identifier. ORCID helps to identify researchers, for example, in situations where a researcher changes name, or several researchers have the same name. ORCID reduces the need to enter publication metadata multiple times into different systems, for example, if the researcher transfers between organisations. The ORCID identifier allows the researcher to create a public profile in the national Research.fi service, where publication metadata is collected from different sources. More information: https://info.orcid.org/what-is-orcid

Publication channel = publishers as well as journals and series are called publication channels. 'Academic publication channel' refers to book publishers, conferences, and printed and electronic publication series that specialise in publishing academic research results (monographs, compilation articles, articles of a periodical or of a series). The channel has an editorial board of experts and follows peer review practice. The channel may also include unreviewed publications, such as comments, reviews and manuals. In Finland, only academic publication channels can receive the Publication Forum category (levels 1, 2 and 3). In the open publishing channel, all content is immediately available to readers at the time of publication. Source: https://julkaisufoorumi.fi/en/evaluations/classification-criteria

Publication fee = a fee for open publication, paid by the author or organisation. Articles are subject to APC (article processing charge) and books to BPC (book processing charge). Author fees may be charged by fully open publication channels or hybrid publication channels, where only part of the content is open. If the author fee is not charged, the channel is called diamond open access. See also: Open publication

Self-archiving, parallel publishing = a way to publish openly, alongside the original publication. Self-archiving also ensures the long-term availability of the publication. In self-archiving, a specific version of the article – often peer-reviewed and approved for publication, the last manuscript version – is stored in a discipline-specific or organizational publication archive, under the terms of the publisher, either immediately or after the publication delay (embargo). Open publications are also self-archived to ensure long-term storage. (For more information: https://www.helsinki.fi/en/research/services-researchers/self-archiving). See also: Open Publishing, Manuscript Versions.