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>>> NIH extramural staff training. January 15th, 2013.

>> The broadcast is now starting.

All attendees are in listen only mode.

>> Welcome, thank you for joining

us today, we're here for NIH's webinar on changes to the NIH Public Access Policy and the implications for awards. You will see on the slide in front of you that we have the slides available if you would like to download them and take notes and so you will see them at the bottom of the screen. I have today with me Peter Cooper. Peter Cooper [indiscernible] Public Access Policy for PubMed Central. At NIH's National Library of Medicine. I have Scarlett Gibb, she's the queen of the eRA Commons in the Office of Extramural Research here at NIH. I have Neil Thakur, who is responsible for the overall NIH Public Access Policy here within the Office of Extramural Research. I have Bart Trawick, who is responsible for literature databases at the National

Library of Medicine, he's also product manager for My NCBI. And if you don't know what that is, he'll tell you very soon.

I am Megan Columbus, Communications Director for the NIH Office of Extramural Research and I will be your host today. If you are not familiar with the webinar software, you will see there's a check box where you can -- a question box where you can submit questions, we'll be responding to some on air and others through the chat window or the questions window, so please feel free to use those features. With that, let me pass the speaking baton to Neil Thakur, who is going to tell us a little bit about the policy.

>> Thank you, Megan. So today we're going to talk about a few things. If I can get my slides to

advance, there we go. In today's discussion we're going to cover the basics. What awardees need to do to comply with the policy. We will give you an example to make it concrete for you. We'll talk about the changes that we're going to introduce this spring, most likely, to encourage compliance. Bart is going to give us an overview of My NCBI on how that works and our compliance efforts. Peter is going to demo a new tool, public access compliance monitor, how we can go through what we think applies what does not and then general strategies to encourage compliance, then hopefully time for discussion as well.

So I thought if we could just do a quick poll to see who is joining us. Here are all of the categories, employee of an office of sponsored research, an administrator, librarian, investigator, author or some other category that I may have missed. While you are filling that out, I'll move on. So the first thing we want to talk about is just to give you the basics about the Public Access Policy. The policy comes to us from a law and it's very specific. It specifies that we're to submit final peer-reviewed manuscripts, to be made public no later than 12 months after the official date of publication and to be made public on PubMed Central. So -- [indiscernible] let me -- let's go over the definitions first, since -- the definitions of that.

>> Well, Neil it's not at all unusual to have a PI come to you and say, I don't know what I have to do, my article is already in PubMed. But PubMed and PubMed Central are two

different databases. What the policy asks is that your full text article is archived in PubMed Central. What PubMed is is our database that houses general citations and abstracts, the full text article that you can read, that is housed in PubMed Central. If PIs still don't understand that distinction, I like to describe it as PubMed is like TV Guide. You can kind of see what's out there. But when you want to go watch the channels itself, you have to go to PubMed Central to read the full article.

The second thing to be aware of is what the Public Access Policy requires you to deposit. At a minimum, authors are required to deposit final peer-reviewed manuscript. What this is, it is the version of the manuscript that has gone through the process, any comments that that the peer reviewers have made. This is the final version that -- that the journal has accepted for publication. This is the minimum version that's referred to as the final peer-reviewed manuscript. The final published article is different than the manuscript. This is the journal's authoritative copy. It's gone through copy editing, they have formatted it to be in print or on the web. And it's formally published by the journal. The final published article are sometimes submitted directly to PubMed Central, the full text articles, by the publishers or journals themselves.

>> Okay, thank you, Bart. So can we -- can we -- do we have full results?

Let me see if I can get these to

appear on the screen.

Oh, okay. So -- so it looks like most of us here are employees of offices of sponsored research and then another good portion are administrators and a smaller portion of librarians. So you guys are the target audience for this webinar, thank you for joining. Investigators, you're going to get a lot out of this, too, I'm hoping, except perhaps for this section on -- on the public access compliance monitor, which is really targeted towards institutions and not individual authors and investigators. That comes at the end of the session. So we'll go through that.

So back to our discussion. Bart had talked about what the policy applies to, what kinds of papers.

And so forth.

And what does this mean? Why do we have a Public Access Policy? We have one because we want to advance science and improve public health. And by making the papers that arise from NIH funding publicly available, available without charge, it's going to help us serve our mission.

And we find that -- that the public does use this material. So there are over 2.5 million articles now in PubMed Central every week day over 700,000 people access this database, retrieving over a million and a half articles. So there's a lot of public use for this material. It also helps us monitor, mine and understand what we're using, better understand our portfolio of taxpayer funded research.

It also by putting this stuff on

PubMed Central, the material and all of its links are -- the material and all of the links in the papers are integrated into PubMed and all of the other resources maintained by the National Library of Medicine, so our research becomes more prominent, more accessible, and makes it easier to scientists all over to better pursue areas where NIH has made research investment and to be more competitive.

So ... that's the overview of the policy. What do awardees need to do to make the policy work?

So the first question is what does the policy apply to? It applies to manuscripts that are peer-reviewed that are accepted for publication in a journal, so non-conference proceeding, not a book chapter, but in a journal on or after April 7th, 2008 and arrives from NIH support. So direct funding from a grant or cooperative agreement that's active in fiscal year 2008 or beyond, any direct funding from an NIH contract, signed on or after April 7th 2008 and any direct funding that arises from NIH intramural program or a paper that's written by an NIH employee. So this policy applies to all of us here at NIH as it applies to you.

So to comply, awardees really need to do three basic things. The first is to address copyright. So any agreement that you enter into with the publisher, any agreement that your authors, your employees enter into, our contracts -- and they may affect the ability of you as an institution to comply with the Public Access Policy. So institutions need to make sure that people only enter into contracts that allow them to comply with policy.

Second thing folks need to do is make sure the paper is deposited and here is something people get confused on, papers need to be deposited upon acceptance for publication.

And as we've had this policy in place now for around five years and we've had four methods that have emerged and I'll be talking about those in more detail a little bit later on. But the first two methods, method A and B are where the journal deposits the final published articles directly to PubMed Central and then in method C and D, that's where the author or the journal deposits the author manuscript into our web-based article collection system, the NIH manuscript submission system and we process that, we convert it into the format for PubMed Central and from there it goes to PubMed Central. The third thing that awardees need to do is whenever they cite an article in any application proposal or report, that they author and is nice-supported and falls under the policy or arises from their NIH funding, they need to include the PubMed Central ID in that citation or some other evidence that they are in compliance with the policy. So I'll talk about that a little bit more as well.

So, again, how to address copyright? When addressing copyright it's really just making sure that the author retains the right to comply with the policy. And it's part -- the easiest way to do this is for the author or the authors to think about how they're going to comply with the policy as they plan writing the paper and all of the other aspects of the paper planning process. So we encourage authors to think about how is that paper going to get into PubMed Central, what submission method are they going to use? What version of the paper will be made available on PubMed Central? Who is going to submit the paper? Is it going to be the author? If it's so, which author? Is it going to be the publisher? When is it going to be submitted? Is it going to be submitted upon acceptance for publication? Is that clear in the work flow, is that clear in the publication agreement? Who is going to approve the submission? It goes through the manuscript submission system, there are a couple of steps in there, and one of the authors need to confirm that the process is ready to go, who is going to take on that role? Finally when is that paper going to be made public on PubMed Central? Is that what the authors want? Do they want to wait the full 12 months or there some other kind of reason they want it made public sooner and that is something they should think about before they sign any kind of publication agreement. So that's what they need to think about in terms of setting up the process so they can get the paper submitted legally. But then there are different ways, practically transferring that paper into PubMed Central. As I said, their format -- in this little table, I just broke it down into the key issues. So first of all, what version of the paper is going to be submitted, final published article or peer reviewed manuscript. Who is going to deposit the paper? Is that going to beis that going to be the publisher or is that going to be the author and does everyone know what their roles are and what their timing is? And then who is going to approve that paper for processing? If the publisher is sending us the final published article, this isn't something that the author needs to think about. But if we're working with the final peer-reviewed manuscript under methods C or D, it's going to be through the NIH manuscript submission system and the author is going to have to approve the paper. And then who is going to approve the paper for PubMed Central display? So after we take the paper in through the manuscript submission system, we convert it into the PubMed Central native format, who is going to make sure that that conversion was done correctly and review the second set of galley proofs? It's going to be an author, it's better if that author knows they are going to do this task ahead of time. Finally, which journal is going to do this? We have a list of method A journals who send the final published article automatically. The method B journals are a little bit different. They will send the final published article, but you have to make a special arrangement with them. Generally, they charge a fee for that. We have a list of them as well on the web. Then for method C and method D, we have a list of the method D publisher, you can find them on our website. If we don't have any of those covered, then you have to -- then by default you are method C and your authors are doing everything by themselves.

To help figure out where we are in this process or what -- who is doing what, we have a list here or we have a little tool where you can enter the journal name in this little window and we will take you through a little decision tree basically to figure out what kind of submission method you are going to use. Now, again, this is all assuming that you are using standard publishing agreements, you are not negotiating anything, but it's still up to the awardee, the author, and the institution to make sure that their publishing agreement allows them to do what they need to do to comply with the policy.

The next thing authors need to do, investigators need to do, is to include some evidence of compliance with the policy, every time they cite their paper in an NIH application proposal or progress report. Now, this only applies to papers that fall under the Public Access policy that they author or arise from their NIH funds.

And to include that PubMed Central ID, it's pretty simple. All they need to do is include this number, PMC number with the prefix at the end of the citation.

Now, the PubMed Central ID is only issued when the paper has been published. When it's been -- so we have some record to put into PubMed Central. When the paper is in press, there's no PubMed Central ID. So we have -- we have these work around. So, for example, if you are using a method A or B journal, where we're getting that final published article directly, you don't have any kind of paper in press or we don't have any kind of paper in press. So what we ask for you to include is the text PMC journal in process, so we know that you know that the paper is coming to us. If it's a method A journal, we know to expect that paper, we have a list of method A journals, if it's a method B journal, we know that you have made that arrangement with the method B journal publisher to have that April sent to us, you have paid the fee, you have done whatever you need to do.

If you're going through the manuscript submission system, as soon as you submit the paper, as soon as you send us a copy of a paper, you will get a PDF receipt, which will include this manuscript submission ID.

And that you can include at the end of the citation.

So -- so this process of getting this manuscript submission ID only takes about 10 minutes. The PubMed Central journal in process is really a function of the journal you publish in, so that you get immediately as soon as that journal, that paper is accepted for publication. So you get these identifiers pretty much right away. But we'll -- we only allow these manuscript submission IDs to be counted as compliance for up to three months after the date of publication. Because that's simply the first step of submitting the paper, you have to go through the process of the manuscript submission system to complete the submission and get that PubMed Central ID issued and that can take generally around 10 business days.

So that was the complicated part of the policy. We'll have some time for questions and I'm going to give you an example, but I thought we'll just take a little break right now, go through this quick poll here of how many people are watching the webinar with you, are you there by yourself or do you have other folks from your office using this line.

And interestingly, it looks like our attendee list is full, so we have a thousand people --

>> We do. We have a thousand connections. And so -- so what this helps us do is help with our outreach. You know, Neil, this is a really good time for me to emphasize if you have colleagues who are looking to get on, we will be making the full webinar, as well as the transcript available for

viewing within a week of the session. And so people will be able to see it after the fact. But it's great to see that you have a bunch of people viewing in rooms together. Thanks so much.

>> All right. Thank you. So everyone saw the poll results. On screen?

Okay. So let's go back to the slides and let's go through an example to make this a little bit more concrete.

So I made up a paper that Bart, Scarlett and I authored in a made-up journal and you will notice the paper is in press, that's important. So that means that it hasn't been published yet. But we submitted the paper to the manuscript submission system, so we have a manuscript submission ID.

So let's -- let's go through our authors. Bart is our first author. He's not only the first author, but he's using his NIH award to support the research in this paper. I'm the second author. I use some of my NIH supported time to write this paper, but it's not my NIH award. It's actually my mentor's award, who is Peter. So Peter is not an author of this grant, of this paper, but his grant is supporting part of the paper. Then Scarlett, our senior author, has no NIH support but she did help write the paper.

So the first question, who addresses copyright?

So in this example, the -- of course the awardee institution is responsible for ensuring that the NIH-supported authors don't sign anything to prevent them from complying with the Public Access Policy. So Bart needs to make sure that the publication agreement allows him to comply with the policy and I need to make sure that the public -- that the copyright agreement we signed allows me to comply with the policy. Because even though I'm not a PI, I'm supported by NIH funds and so these rules fall upon me to -- to carry forward. Now, interestingly, if I don't follow through and I don't follow the rules, it's my PI who gets in trouble, not me. So Peter is on the hook for my actions here.

The next question is who deposits the paper to PubMed Central? This could be a task that any of the authors could do. So Bart could do it, I could do it, Scarlett could do it, even though she doesn't have any NIH support. It doesn't matter. What matters is that we figure this out in advance. Now, if we're working with a method D publisher, where they're going to submit the final peer-reviewed manuscript to the manuscript submission system on our behalf, they're going to include a corresponding author email. The manuscript submission folks are going to take that email and they're going to send it to whoever that email is and ask them to complete the submission process.

Corresponding author is usually the first author, although you could probably make arrangements with your publisher to do something different. So that corresponding author needs to know they are going to get this email from the NIHMS and they need to move forward. If they don't, the manuscript is going to get stalled and not posted to PubMed Central and then these two awards will go out of compliance.

So the next question to think about is who reports the paper? So who includes that PubMed Central ID or manuscript submission ID in the citation?

Under this scenario, Bart would when he writes his progress report or he would if he includes it on his biosketch. I would, when I include this paper on my biosketch because I authored it, it fell under the Public Access Policy. Peter would, when he writes his biosketch, because the paper arose from his award, so he needs to report it. Scarlett would, if she were writing any kind of application to NIH and she cited this paper. Because it fell under the

Public Access Policy and it was NIH-supported and she was an author.

So I thought at this point it's a good time for a short break and I'm wondering if we have any questions that we could answer verbally?

>> Absolutely. We have quite a few questions that have come into the queue.

Neil, Sarah is asking if there's any known journals who have copyrights agreements that do not comply with the NIH submission requirements?

>> The answer is no. As far as I know, every journal has agreed to comply with the policy and have their papers posted and we posted well over 300,000 papers at this point.

So the journals have been very accommodating. What's important is that the authors let the journals know in advance that they need to comply with the policy. I think that's just a collegial thing to do.

>> Great. Can an author submit a PDF of the published article if the journal itself would not normally submit that?

>> That's a tricky question because the author may not own copyright to the PDF. But the author does have much clearer set of rights to the author manuscript. That's why our policy is focused around author manuscripts, not publisher PDFs.

>> Okay. Lindsay is asking, can the already published journal article version be deposited into PMC? If it's already out there is that I'm sorry.

>> Can the already published journal article be deposited into the PMC.

>> Yes. So if you are for some reason you fall out of compliance with the policy, there's been a paper that was posted some time ago but it falls under the policy, you can still go ahead and come into compliance with that paper.

>> You know, Laurie is asking does direct funding mean this only applies to prime awards? Or does it also apply to subawards or pass through funding?

>> It did apply to subawards and subcontracts. What the issue with direct funding means that the -- that the funds directly apply to either the work that's being reported in the paper or directly support the activities of the paper itself. So writing the paper, paying for any kind of publication costs and so forth. And, you know, generally we tell

authors that their business obvious can help them determine what's direct funding or not. A good rule of thumb is if the PI feels the paper should be included in their publication report or their progress report, then that's direct funding. Then they're telling us this is what I did with the grant funds that you gave me.

>> Thank you. Does the final copy of the manuscript have to have tracked changes showing?

>> No, it does not have to have track changes. The system actually, Bart's team built it, is very flexible. It can take a -- documents in virtually any kind of electronic format and track changes are not track changes -- I think they will figure out a way to make that work.

>> Nicely done, Bart, how far back should one go in terms of depositing

papers when they are NIH funded.

>> Well, the policy became a requirement as of April, for all papers published as of April 7, 2008. So if you have papers -- papers going back to that date, accepted for publication as of April 7, 2008.

>> For an older article, what if the authors can no longer locate the final manuscripts?

>> Well, then in those cases I think we will take the PDF of the final published article, but we need the publisher's permission. Is that right, Bart? Do you want to chime in on that one?

>> Yeah. The question was what happens if it's an older article and the author manuscript is no longer available?

>> That's a good question. The author is going to have to figure out

what version was the one that was final accepted, peer-reviewed that the journal took in and that's what they need to submit to us. If they could work out something where the journal would allow them to submit the final PDF, then that's acceptable as well. The key, though, is -- is what rights does the author have with the materials that they are submitting?

>> And so I'm assuming, correct me if I'm wrong, please, but I'm assuming then as an author, if I'm having an issue with this, I don't know what to do, the best person to contact might be my program officer at NIH.

>> Actually, that's a good question. I would say probably the best person to contact for that would be the NIH help desk, the public access help desk which is publicaccess@nih.gov. I'm sure if

their program officer couldn't answer it they would send it to us anyway, but our help desk can answer that kind of question. Should we move on?

>> should we move on? We do have more questions, I'm sure that you have answered some of them. Let's move on, towards the end we'll get back to whatever questions we have time for.

>> Right, thank you, Megan. So everything that we've talked about has been our policy and working practice now for several years, but we have some new things happening as well. So I want to talk about what those changes are. The first is -- is we're making some changes in the way that we're encouraging compliance with the policy. The first is that progress reports, non-competing continuation awards will be placed on hold, will not be

processed until the grantees demonstrate compliance with the Public Access Policy. The second thing is that use of NCBI will be required to report papers when electronically submitting progress reports using the RPPR. If you are using the RPPR you have to use NCBI.

Third, to make this whole process parallel, if you are using the PHS 2590, that is the paper version of the progress report usually for complex awards. You have to -- you will have to use the My NCBI report feature to generate that publication section. We'll talk about that as well.

All of these changes are going to take -- come into effect when the RPPR becomes a requirement. So this is going to be no earlier than April 2013 and we'll have an additional Guide notice when that date is solid.

Just so to give you a quick overview then, on some of these terms that I mentioned, what is My NCBI? My NCBI is a tool that's integrated with PubMed, our database of abstracts, that helps people manage citations, public access compliance and their -- now their public access reporting. So for our purposes what's important is these can be linked to eRA Commons accounts, Commons linked users can associate publications with NIH grants, which becomes a really useful way for authors to collaborate in compiling these progress reports for their PI. You can track your public access compliance. Again, now it's going to be the only way to enter publications for reporting purposes into the RPPR or to be creating the publication section of the PHS 2590.

Bart is going to give us an overview of that in a little bit. But as this is all keyed around the RPPR, I'm wondering if any of you have worked on an RPPR or processed an RPPR, as part of -- of while it's in this phase-in period. And while you fill that out, I think maybe Scarlett can talk about the RPPR, so I'm going to move it to Scarlett and do you have now mouse control?

>> I do not yet, no. 7 but that's okay. You know, you can go ahead and keep the mouse control if you want, Neil. I have only a couple of slides here.

>> All right. Let's go to the -- oh, okay. Here we go. Can folks see that? Most of you have not worked on the RPPR. So -- oh, the RPPR is the.

>> Research progress --

>> [Multiple speakers].

>> Yeah, Research progress performance report.

So it would be if any of you have used the 2590, the form 2590, which is the NIH progress report form, it's taking over the 2590 as -- as the federal-wide form for reporting on your -- the progress on your grants. That is what we're moving into.

>> I should point out that Scarlett and some of our other folks from OER already gave a really nice webinar on the RPPR. Which is available at this URL here at the bottom. I really encourage you to look at it. They did a nice job, it's very helpful.

>> Great. Thanks for the glowing review there, Neil, I appreciate it.

The policy folks did a really good job and I managed to help them out a little bit with it. I am the system person. I do manage the eRA Commons and we're going to talk about the RPPR at this point. As Neil spoke to earlier, the only way to get the publications into our system is through the My NCBI application, which Bart will be covering in detail in a couple of minutes. But let's go to looking at what you will see once those are in.

This is what is going to show and display on your RPPR on your progress report and when we move to -- to where we're using the progress report for all of your streamlined reports, which will be coming up in April or a little bit after, depending on then, we will be looking at this screen.

So as you can see, there are -- there's a section here where it says that nine items were found displaying that are associated with this particular RPPR or actually not associated with this project, but are in My NCBI. Now, if you associated publications with this project already in My NCBI, it would already show up at the top. And one of these is non-compliant at this current moment. So that one, if you were to select it and put it on to your RPPR, you would then have a non-compliant publication that you would be reporting on your progress report. And that's when you will be looking at something that you needed, the actions that you would need to do after the RPPR.

So the others have been completed. Completed means that at this time they are compliant and that will be okay. So that those can be reported and everything will be fine.

And there's ways to sort these.

You can sort by date of publication, by author, you can do it ascending or descending. It's very easy to manage these things and once you have put them on the RPPR and the RPPR has been submitted to NIH, then there is no changing that.

So what happens if that happens?

Next slide.

So on the next slide, a grantee submits an RPPR that associates one or more publications with the award that had that non-compliant status on it.

We send an eNotification out. We let the recipients, basically the PI with a cc to your administrative officer and Signing Official and to the Grants Management Specialist at NIH and the IC that manages that grant and which is your institute or Center, and your program officer will also get a copy saying that this grant has been sent with the progress report that has a non-compliant publication on it.

At that point, the grantee may respond to the eNotification via an email to their -- to their program officer, usually it where it goes. Or there is a link that will now open up in the Commons, under your status, where you find your RPPR links or at the current time your eSNAP links, which are your progress reports for your SNAP eligible grants. And it will say PRAM, that stands for Progress Report Additional Materials. At that point you will be able to click on that link and submit some sort of explanation as to how you are going to get into compliance or why you are out of compliance to your program official. Neil, would you like to explain what you would think people would want to see in this?

>> Yes. The appropriate response for a non-compliant paper would be to include in this text right here the full citation with the PubMed Central identifier if it's more than three months after publication, if the paper is in press or nearly published, you can include the manuscript submission ID or the PMC journal in process. Again, the best place to get this information is from the My NCBI count and you can paste that citation in here.

So that's the example of handling the work flow through the RPPR. Through the 2590, we have a place to record publications and we're using My NCBI to generate essentially the same thing, but in a PDF format. So you will notice here we have a place when you generate the form, it will ask you for the investigator name, so that appears up in the top header as it does in the 2590 and then if you like, it gives you the option to put in the continuation page number, so in this case it's Page 73 and then subsequent pages for the publication report will be numbered as well, 74, 75, so on. Of course you also have the option to leave this part, the page number blank if you want to write in the page numbers at a later date. But this report is issued from My NCBI, so it includes all of the public access compliance statuses in the very easy to read format with the column on the left, just as it does for the RPPR.

And so we're hoping that it will be very clear to you when you are processing this award, if this award is in compliance or not. So everybody knows what they need to do to get this award into compliance and there should be no surprise when you get an email then from your program officer saying this particular award is not in compliance.

So why are we making this change? The -- as you know, this is a statutory requirement for us, for NIH. This is something that we have to do. And we find that our compliance rates are pretty good now, they are around 75%. But our growth in compliance, our increase in compliance is starting to slow. So we have to do something. We have to make a change. In addition to that, though, we have this new opportunity where we have better IT systems, we have our RPPR which is more automated for us, it's more accurate for users, it's easier for everyone to understand. When we did the first phases of our pilot, also showed the things we are moving along in a very positive direction.

So we find that the papers in the pilot, we found that the papers reported in the publication section using My NCBI were almost three times more likely to be compliant than when authors didn't follow instructions and put their papers in text where they wrote in the citations in the scientific progress section. So that's good news.

We also found that the My NCBI interface with the RPPR is working pretty well in that people were more likely to report papers in the publication section than they were to write papers in the text section.

Whereas when I looked at a sample of eSNAPs from the same program officers submitted at the same time, comparable selection of e SNAPs, they were twice as likely to report papers in the tech section. So when PIs used the tech section they don't report what's going on with public access correctly, they may not understand and are more likely to be out of compliance, in our pilot before we announced this change in our compliance strategy, before anyone was additionally sensitized to public access, RPPRs were a third more likely to be compliant than a comparable set of eSNAPs. Since we've made this policy announcement, we have already seen an increase in compliance, I expect that will be occurring as well this winter and I will be doing another look at the data as it comes in.

So that's the change, that's how it's going to be implemented and I think this is another good time to pause and take some questions before we give some overview details on the My NCBI system and the compliance monitor.

So do any of you -- I haven't been really watching the questions as they've been coming in. I think maybe some of you have seen some. Do you want to --

>> Absolutely. So sure. We have a whole bunch of questions. Some folks are asking about My NCBI and what I'm going to do is actually hold those questions until after our folks from the National Library of Medicine talk.

So let me ask a few. This one I'm not sure if it's for Scarlett or Neil. Stacy is asking, so they have publications that are resulting from contractor funding, there's no link to these awards in eRA Commons, but they are funded through NCI as a subcontract. How do they cite those? They should still based on your previous answer, they should still be putting those into PubMed Central.

>> Correct, they should still be posted to PubMed Central, they should still have a PubMed Central ID for those whenever they site those papers.

>> Is there a max number of articles that are retrieved into the eRA Commons? Scarlett?

>> No. There is not a maximum at this time. We retrieve everything that's out there. From My NCBI through web service actually what they've been working with Bart's team on. No maximum for reporting on the RPPR and no maximum for what you will retrieve into your Commons account

into the report. The one thing that you do want to be aware of, that's one of the reasons why we gave you the pluses and minuses and the capability to associate to the grant ahead of time. That gives us the capability to limit what you see on the screen so that you are not overwhelmed by the amount of publications. Some of the PIs out there have a lot of publications in their -- under their names, that way they can limit it to just what they have already associated in My NCBI on that grant.

>> Scarlett, how will subaward applications be included with the RPPR?

>> [indiscernible].

>> Are you live?

>> No, sorry, I pushed the button the wrong way. Yes. They've -- we are working on the complex mechanisms

just as we are working on getting them electronically, we are following that with the RPPR reporting on them electronically. And we hope to actually have a pilot in October of next year. That is the goal. That's not -- that's a squishy date I like to say. But we're looking at that and then the publications will go on to each -- actually they will be reported on the overall at this point. So it will be reported on the overall sections, but there will be ways to report the subprojects separately.

>> Great, thank you.

>> Neil, Jo Anna is asking about non-compliant and non-competing continuations. She wants to understand, you know, if the award will be held for the PI or the organization. So I think, you know, here's where we need to emphasize that

NIH makes awards to organizations and not to individuals. And so ultimately, is this true Neil, that the organization is responsible for compliance.

>> That's true, that's correct.

>> Great. Let's see. We have -- we have lots of other questions. If an institution is making a good effort but is not completely compliant, what should they do or what happens?

>> Well, I guess related to the previous question as well, we're looking at compliance per award. And so we would expect every paper on that individual award to be compliant with the policy.

When we -- when we go to process the -- the progress report.

It's -- it's a straightforward process. It's -- every paper should be compliant.

>> I am pretty sure the answer to this is no, let's check it out anyway. Dee Dee is asking whether any publishers consider definition of the author's manuscript a previous publication and is this negotiated with the publisher.

>> To my knowledge, that's never been the case. I've never heard of that happening. But again this is a good reason why authors need to let their publishers know in advance before they review the article, you know, preferably as soon as they think about submitting that paper, that this is an NIH supported paper and will need to --

>> We've had multiple questions asking about Center grants. Centers have authors that are affiliated with the Center but not necessarily

receiving direct funding. Is the PI of the Center grant responsible for making sure that any publications by all of those authors are in compliance.

>> If they are receiving direct support from that grant, then the PI and the institution is responsible. That's true. The same holds true for trainees on training grants where the trainee may not also be an employee of the institution.

>> You know, a couple of folks are interested in, this is a good sign, submitting papers that have no NIH funding.

>> You can't do that through systems designs for the Public Access Policy. You really have to work with your publisher to get paper on to PubMed Central. We have now several thousand journals that submit, some

or all of their content to PubMed Central regardless of funding source. But that's something that you will have to work out with the publisher.

>> All right. Do PubMed Central IDs need to be included in the references cited section of the actual application?

>> Technically, yes. If they are your papers, that is if they arose from the PI's funding or if there's a paper that falls under the policy and the PI authored. If -- if Megan you were submitting your application and you wanted to cite the paper that -- that Bart, Scarlett and I wrote, you wouldn't need to include PubMed Central ID because you had no role in that paper at all.

>> So Elena notices that the policy does not apply to reviews, does this mean book reviews, reviews such as

Cochran review or are they both excluded?

>> The policy applies to any peer-reviewed article in a journal. And so -- so sometimes journals call things reviews that are peer-reviewed. So if they are peer-reviewed they fall under the policy, Cochran reviews are not journal articles so they do not fall under the policy. Book reviews in journals often aren't peer-reviewed so they don't fall under the policy. But if they are peer-reviewed they would fall under the policy. The reason why I'm vague about this is because journals can call any section of their journal anything they want. And the titles aren't necessarily consistent. So we have to go by not the title, or the content, we have to go by the process which is in a journal

and peer-reviewed.

>> Makes sense, so I think that gets to the next question, which Barbara submitted, which means that -- so which type of articles do not need to have a PMC ID numbers, that would be anything that's not peer-reviewed.

>> Correct.

>> I'm learning.

>> Do you want to keep going, we have lots of questions --

>> We better keep going. As you will see when Bart talks about My NCBI, there's a good way to figure out what's excludable and what's not excluded using My NCBI, so let's move forward.

>> Bart, you were have control here.

>> Okay, great. Now we're going to get to talk about My NCBI.

My NCBI is a tool that's going to

help you organize all of the -- all of these items of information that Neil has been talking about saying that it's required. It allows you to collect citations into your personal account. It will format the citations automatically for you. Including the NIHMS ID if it's attached to that citation. As soon as a PubMed Central ID becomes available it automatically updates that citation, puts in the PubMed Central ID. It also ships all of these citations directly over to eRA Commons. So when you are ready to fill out your RPPR, all of the citations that you have in My NCBI will automatically appear, all of the proper I.D.'s will be attached to them and you're going to be able to fill out your progress report with a minimal amount of work.

Let's look at how you begin to start using My NCBI. Any of the NCBI web pages have a log-in at the upper right for My NCBI. You click sign-in, you will have a log in window, you log in using your eRA Commons account, that's important.

Because -- because once you have logged in with your eRA Commons account, now you have established a link between My NCBI and eRA Commons. All of the grants that are attached to your eRA Commons user profile are passed over and you will be able to manage that information in My NCBI. Here we have a page with PubMed in the upper right, where you would log in, if you are already signed in, your user name will show up. So to get citations into your My NCBI account, it's as simple as just running a search in PubMed, while you are logged into My NCBI.

All right. Let me advance the slides.

All right. Okay.

So you run a PubMed search, put in your author name, pull up citations. It's popping back. Someone else has control. Do you mind advancing it up two more slides up for me.

Sorry about that, let me get back to where I was. Okay. So here we go. I want to search, I put in my author name, I come up with results, I simply check the PubMed citations that I want and I have a special send-to menu, I say I want to add these to My Bibliography. This will add them to your My Bibliography account, then from there you are able to see an overview of all of your citations. You don't have to wait until an article has a citation in PubMed.

PubMed doesn't have the citation until it's officially published by the journal and the journal sends the citation over. As we're talking about the Public Access Policy, it's -- it asks and requires that you submit manuscripts to NIHMS as soon as it's accepted for publication. There's a time delay between when a manuscript is accepted for publication until it's actually published. This could be anywhere from three to six months. Well, My NCBI is also hooked up into the manuscript submission system so that as soon as a manuscript is submitted to NIHMS, and it's link to your grant, it will automatically appear in your My Bibliography account.

So when you work with My Bibliography, it's important as I mentioned before that you sign into your eRA Commons account. This allows us to establish the link between your Commons account and all of the grants that are managed there with My Bibliography. We have within My Bibliography a special view called the award view. The award view lets you display all of your citations in My Bibliography, and it gives you a simple color code to see what items are in compliance and what items are being currently processed, which ones have PubMed Central IDs, which ones are not applicable because maybe it's a book chapter or something else that the policy doesn't fall under. That the policy does not apply to.

So it's a really great tool because it gives you a snapshot and it's live. Every time you log in, you come in, you take a snapshot of everything. You come back two weeks later. As soon as you come back two weeks later, everything is updated on the fly. So if an item has been deposited in PubMed Central and there's a PMCID available now, all of those citations are going to have a PMCID updated for you automatically. If something has become not compliant, this example right here, those are sorted at the very top, they have a red light attached to them. We give a reason why it's not compliant in this example at the very top, there's not a PubMed Central ID, it's been published over three months ago, there is a manuscript ID associated with this, it's a hyper link, you click it, it takes you right to the manuscript submission system where you can address that problem.

If things are in process, if you submitted a manuscript and everything is fine, it's being processed, or if you've published in a method A journal, method A journals submit their articles directly to PubMed Central, you will get the yellow light to let you know, everything is fine, we don't have a PubMed Central ID available for this publication yet. But one is coming up. As soon as that PubMed Central ID is available, we will add is automatically to that citation. That's one of the really great things about this system is that it's connected to PubMed, it looks at all of the items that are in PubMed Central, it's connected to the manuscript submission system, and it keeps real-time updates of all of your items, wherever they may be. And as they move from the manuscript submission system and get deposited in the PubMed Central automatically updates the citation, it adds the PubMed Central ID to that citation, exactly as Neil was saying. That the policy requires. So it does all of that work for you and helps keep you organized and realize what things are complete and what things still need to be processed.

Now, we also allow for delegation in My Bibliography. So PIs can often be busy, they don't have time to manage this, and keep up with it, and that's perfectly fine. A PI can go into the My Bibliography settings link and ask for anyone else to be the delegate for their bibliography.

So maybe it's somebody that works in the lab or maybe it's an administrative assistant that commonly takes care of these things for the PI. The PI just goes in, adds a delegate, all they have to do is give an email address and what our system does is sends out an email invitation to that address, that person can come, log into My NCBI, and when you go to the My NCBI log-in page, you will see we have many different options to log in and access accounts.

To get advantage of these public access compliance tools, you need to log in with your eRA Commons ID. But if you are, say, a lab assistant, maybe you don't have a Commons account, that's fine, too, we have other options that you can log in with a g smile account, for instance. And a delegate can log in with any of those options once they accept that invitation, they are able to manage the bibliography for the PI. They are able to go in and look at it, add citations as necessary, add grants as necessary, make sure that everything is in compliance and do the work for the PI in that respect. We also offer a lot of collaborations, one of the questions, before I came into the My NCBI section, what about these large Center grants where one PI is responsible and there might be dozens and dozens of separate PIs that are publishing papers that are saying that the Center grant supported them. Well, in that case, these other PIs that are publishing and are declaring that the Center grant supported them, can use My NCBI to help coordinate all of this.

These -- these other PIs that are publishing simply manage their own My Bibliography account, we have a tool where you can link all of the citations that are in your bibliography, to grants that you own, to grants that are associated with your eRA Commons profile. Also able to link them to any other grant that is in the system. So if I'm a PI, I've been doing my research, I might want to link it to one or two of my own grants. If that center grant also supported my research, I'm also able to link it to that center grant. And now since I've linked the citation to the Center grant, the Center grant owner is going to have that citation automatically appear in their bibliography.

So it's a big help to these PIs that have these large Center grants that are supporting dozens and dozens of papers that -- that, you know, they don't realize that they've been published and they're not able to keep track of it, My Bibliography helps them do that. So the -- so the authors simply link it to the Center grant and it's going to show up in the Center grant owners bibliography. And from there when that center grant owner is ready to file their grant report, all of these citations should be showing up into their bibliography. So it's a good way for authors and PIs to make sure that all of the grants are properly -- properly attributed, linked up, it's going to show up in all of those owners bibliography accounts and then they can make their annual grant reports based off of that.

So My NCBI is set up with several tools that let you manage all of this very easily. You can import citations directly from PubMed, you just go into PubMed, search for author name, pick out all of the citations that you want to add to your account. If something is added to the manuscript submission system and linked to your grant, that will automatically show up in your bibliography. Once that manuscript is linked to a PubMed record, we automatically update that for you, the author doesn't have to do anything.

If other authors are linking papers that were published that were supported by your grant, those will also automatically show up in your bibliography account. And one thing that I want to mention is that the PI that owns the grant that has these citations showing up in their bibliography, has ultimate say over whether that grant truly supported the citation or not. So if something shows up in a PI's bibliography, that's erroneous, the PI is able to dissociate that grant and knock it out of their bibliography.

This is year round management, so everything happens on the fly. As soon as manuscripts are added to the manuscript submission system and linked to the grants, it's going to show up in that PI's bibliography. Once a manuscript moves from the manuscript submission system and is assigned a PubMed Central ID, My Bibliography takes care of that, updates the citation, puts the PubMed Central ID properly formatted at the end of the citation exactly in the way that Public Access Policy requires it to be. So it's a super great tool. Because it -- it's a live snapshot of everything in your bibliography, let's you know if it's compliant or not. Takes care of formatting the citation, exactly the way the Public Access Policy asks for it.

Finally, a delegation is a great tool where you can have someone else take responsibility for your bibliography. And it is possible for someone to be the delegate of more than one bibliography. We have had some individuals that manage bibliographies for three or four different PIs. That's perfectly fine as well.

>> All right. Thank you, Bart. I'm wondering if we could just take a couple of questions related to My NCBI in particular and then we'll move on to the next section talking about the public access compliance monitor.

>> We have a few questions Neil about how to link Commons accounts at NCBI. Scarlett or Bart, do one of you want to take that?

>> Sure, it's very simple, when you go to My NCBI and you click on the

sign-in page, we have dialogue box that comes up. And the option that you want to choose, there's a big button to log in through, NIH log in, that's where you would go enter your eRA Commons account, user name and password. So you don't have to learn a new password for this. You are using the same credentials that you used to log into the eRA Commons. You use those exact same credentials, log in to My NCBI and once you do that, your My NCBI account is linked to your eRA Commons.

>> Bart, can you also tell us, can you have the same My NCBI delegate for more than one PI?

>> Yes. I mentioned that at the very end. We have instances where someone works in a lab, they might associate with several PIs. It's possible for one delegate to manage

four or five different PIs' accounts.

>> People get excited about this delegation feature clearly because they are also asking can a delegate delegate somebody else?

>> [Laughter]. You can't have two levels of delegation. You can have more than one delegate be responsible for managing the bibliography account. So I could have three different people that are all delegates that can come and manage it. But a delegate can't pass off something else to another delegate for that PI.

The PI is able to knock anyone off the delegate list at any time because --

>> Fair enough. You know, there's a basic question here that's come up a couple of times, so I just want to make sure that we're clear, they're

still not clear how a publication gets linked to the grant source. And whether that's something that the system does.

>> Okay. There are actually several ways that a publication can be linked to a grant.

The first way is if a manuscript goes into the manuscript submission system. The first step of submitting a manuscript is to link it to a grant. If that happens, it's linked, it's going to show up in your bibliography account. There's other ways as well.

If you add a PubMed citation to your bibliography using this award view, you are able to link your own grant to that citation or you are able to link any other grant in the system to that citation. So there's more than one way to have grants linked to citations in your My Bibliography account.

>> So to go to the example that we talked about earlier where Bart, Scarlett and I wrote a paper, I want to make sure that Peter can report that paper on his progress report. So I would go into my, My Bibliography, My NCBI account, I would associate that paper with Peter's award. Then when Peter goes into his My NCBI account, he will see that as an association he can confirm or reject. If he confirms it, it's something that he can then report on his RPPR or his PHS 2590 when it comes time to report.

>> Just to expand even further on that, once it's been reported on the grant in the eRA Commons, so you can actually add it again, another option would be to add it in the RPPR. You can take the ones that are not associated, add those up to the RPPR,

to the grant. Once you have submitted that report, then it's finalized, totally. So you may not remove it through the Commons and you cannot remove it through [indiscernible] through My NCBI either.

>> That's right. What you will see in My Bibliography is once -- once the citation has a grant associated with it, and that citation has been officially reported on that grant, they will be able to lock icon next to that grant that's listed under the citation. That shows that this has been officially reported, you can't dissociate it at that point.

>> Right. So this -- but this work flow between authors where one can support, one can link a paper to someone else's award I think helps solve the challenge that centers

especially have where they could have hundreds of authors and only one PI and the PI has no idea of what all of these papers are arising from, from his or her funds. And so I think generally the work flow now is that someone is tasked with contacting every author saying did you submit a paper, did you submit a paper under this award, you send a list, we compile it all and send this to NIH. This is a way to do this in a year round way as you associate papers with award, as you manage your bibliography for whatever reason, for whatever reason you manage your bibliography on a monthly basis or a daily basis, then that information all goes to the PI without them having to go around and ask and compile lists.

>> Much more efficient.

>> We should probably move on to Peter's section now.

>> Could I just ask two more questions?

>> Sure.

>> Again, people are very excited about the delegation feature. They really want to know is there a limit to the number of people a delegate can support?

>> There's no limit.

>> There's no limit. That's a good --

>> We've had some librarians I've seen have had up to 20 different bibliographies that they are managing.

>> Okay. Lots of people out here I think seem to want to do something similar given the numbers that they are citing here. Peter, I'm sorry, I don't want to encroach upon your time.

>> No, no problem, thank you very much. So let's turn to the Public Access Compliance Monitor.

The first question is obvious, what exactly the Public Access Compliance Monitor?

Basically, the compliance monitor is a new web-based tool that institutions can use to monitor compliance of articles that are funded by the NIH.

You can see the URL for the compliance monitor on the slide in front of you. But as some of you have already noted, you need to know a few things before we can actually use that URL and that log-in. There are a few pre-log-in requirements that you need to know about.

The first of these is that access to the compliance monitor is actually limited to users who have been assigned what we call a PACR role in the eRA Commons, that's PACR. PACR. To get that PACR role, what you are going to need to do is talk to an administrator at your institution who is authorized to assign roles in the eRA Commons. So, for example, let's say that you are a librarian who is going to be monitoring and your institution has an office of sponsored research, you as a librarian might contact someone in that office about getting a PACR role assigned to you. Another important point to note is that reports in the monitor are tied to the unique institutional profile, file numbers, or IPFs that are assigned to all NIH grantee institutions, that means a couple of things. First, if you are at say Boston University you will not be able to view compliance reports for

Harvard or any other institution except Boston University. Second, this is an important point, if you are at an institution with multiple affiliated IPFs, let's say there's an IPF for your university and there's another IPF for the university's medical Center and yet another IPF for an affiliated research institute.

Well, now, if you plan to monitor compliance for you will a of these different IPFs, your administrator is going to need to assign you a PACR role for each of them. Okay? So let's say that you have gotten your PACR role, the next step is to log into the system. Based on the user name and password that you provide when you log in, you are going to be routed to the institution summary page for the IPF that you are authorized to monitor.

So now we're looking actually at

one of these institutions summary pages. This institution summary page is for a place known as your institution.

You can see the institution name given here. And this institution has the very memorable IPF 1, 2, 3, 4, 5, 6. So that's the institution that you've been validated to monitor.

What you see then at the top here is the table on the institution summary page, which is a very simple one. Essentially this is a global snapshot of the compliance status of articles that have been associated with your institution.

Now, notice at the top of the page we have here a date range that has been entered. So this is saying we are looking at the compliance status as of today for articles published in the last year, between January of 2012 and today, January of 2013. You, however, can change that date range to whatever you might want it to be. Of course then the numbers down here will change accordingly. So once you have entered a date range, you come up with the total number of articles that according to PACM that have been published in this period that are, according to PACM, falling under the Public Access Policy. For this particular institution and this particular IPF, we have 1,115 articles that have been identified as falling under the Public Access Policy, 893 of these are compliant, 110 we see as non-compliant, 12 are in process. That gives you a total compliance rate of 88%.

By the way, when the compliance monitor identifies an article as in process, it basically means that the article has not yet received a PubMed Central ID, that's a PMCID but does meet two other criteria. In the first place, these in process articles have been submitted to the NIH manuscript submission system, that's the NIHMS, and they are also within three months of their publication date. Once we get beyond that three months, an article in the NIHMS system, even if it's in there for beyond three months, it will then come up as non-compliant in the Public Access Compliance Monitor. As I said the institution summary is just a snapshot. You probably want to drill down and get a lot more information. To do that, all that you have to do is click on one of these numbers in the client or the non-compliant or the in process column. The one that you are probably going to be most interested in is the non-compliant. So let's click on that one.

That brings us to an institution details page. So basically, for your institution, our -- the institution we're using here, 1, 2, 3, 4, 5, 6, IPFs, we are looking at a page that shows 110 or at least some of the 110 non-compliant articles for that institution.

So let's go to the table and walk through the column heads, we're going to go left to right. I'll start in the left with the PMID. That's the PubMed ID for each non-client article. Now, all articles in this compliance monitor will have a PMID. That's because articles don't appear in the compliance monitor until the staff confirmed a match between the particular NIH grant and an article that has been indexed in PubMed. So you will see that the PMID always has a number in it. By contrast, the PMCID, that is the article that is meaning that the article has been sent to PubMed Central. Well, if an article has a PMCID but definition it's compliant. What are we doing? We are looking at non-compliant articles, so obviously the PubMed Central ID column is going to be empty throughout. Next we come to the NIHMS ID column. You see that here some -- some of the articles, some of the articles with PMIDs do have an I'd here, some don't. Basically what's going on here as probably many of you know, since the final published versions of some articles are deposit directly into PMC by journal publishers, not every paper will have a NIHMS ID. Once it's deposited into NIHMS it receives a unique ID.

Moving to the right we see the next column that gives the grant numbers. That are associated with the article and are connected to your institution. Now, there may be other grants associated with other institutions that are also connected with this article, but you are not going to see those grants in this table. You are going to see the grants that are associated with your institution. Then you are also going to see the PI names that are associated with each of those grants that have been identified by the monitor as related to the article and your institution.

You will also see the publication date. And then finally, to the right, you will see four columns that represent the four basic stages of the NIHMS process. That's article deposit, initial author approval, tagging and final approval.

Once an article receives final author approval it's going to move from non-compliant status to compliant status it's going to get that PMCID. In fact you can see at the bottom of this table we have one article that's almost there to compliance. This article has been tagged, formatted and just awaiting final approval. It could be that someone at your institution just needs to remind the relevant author or PI to go into NIHMS and give that final approval.

So now the next question is well what's the best mechanism for passing those kinds of reminders along? Let's bounce up to the top of this table and just above the table we see a link "download as CSV file".

That's a very important link, a very important feature. Clicking on that link will download all of the information contained in this non-compliant table as an excel worksheet. So let's go ahead and learn a little bit about this file.

And in fact it's going to give you even additional information from what you saw on the table. It's going to give you article title, journal and publisher, first name, first author on the article, that author's affiliation and it's also going to give you something that the column in the CSV file called NIHMS person. That's the name of the individual who is currently responsible for the manuscript in NIHMS. In other words, that would probably be the person who needs that gentle reminder that, hey, your article is almost through. You just need to give your final approval.

Now a couple of things that you can do with the CSV file apart from just educating yourself, you can first sort by PI to create the kind of report that you can then give to each individual PI at your institution and that PI will then have all of the information he or she needs to follow-up on compliance issues. As we just suggested, you can use the NIHMS person column to identify authors and individuals who may need that gentle reminder that their manuscripts are stalled in NIHMS.

So we have seen that the -- that the -- that the CSV file along with the article details table, give you quite a lot of information. But that information is typically related to large groups of papers. Compliant papers, non-compliant papers, in process papers. But it could be that what you really want to do is focus on one specific article.

You want to get as much information as you can about that article.

Well, if that's the case, you can simply click on the PMID of the article that you want to look at. So what I have done here is I've gone to the article details page, this is actually the article details for some compliant articles at your institution. You can see the arrow there. That's the article that we are interested in, that PMID. If we click on that PMID, it will take me to an article details page.

So we're moving from the general to the very specific here.

Given our time, I'm not going to go through every piece of information on this page. Just suffice it to say that this page offers a comprehensive picture of each article. And that doesn't matter whether it's compliant, non-compliant or in process, you will have that information, you will also get publisher information, you are going to get links to the PubMed record by clicking on the PMID up here, XML version of that PubMed record. You can right to the PMC article if in fact it's been deposited already, delivered into PMC. You can see that this is a compliant article so it is available, therefore you can click right into that. Notice, also, that the grants down here are grants not only for one institution, your institution, but you can see the grants for other institutions that have been associated with the specific article as well.

So unlike the article details table which only shows you your institution grants, here you actually see all of the institutions.

Okay. That's a whirlwind tour. So what I'm going to do is actually encourage you to go to that link that you saw at the top of this segment, the Public Access Compliance Monitor URL, and you will see that there's a link there for a user game day. Go on and click on that link and read the user Guide. That will be very helpful for you. You do need a PACR role to get into the compliance monitor itself, but anybody can use the user Guide just click on the link. If you are using the monitor, I do welcome your feedback, feel free to contact me at the email address given there.

>> Peter, if I could just jump in with a couple of questions.

>> We are running pretty short on time. Maybe we should skip questions and go to the end. So thank you, Peter.

>> Okay.

>> So Peter has talked about an information system just for institutions, the compliance monitor to help them encourage compliance, but I think the general question is how can institutions ensure compliance. The key thing they can do is to make sure that their investigators are prepared. This they are not waiting until their progress report is due to make sure they are in compliance with the Public Access Policy. If that's the strategy, their PIs are not going to be compliant. So I would encourage you to encourage your investigators to start using My NCBI now to figure

out what their -- what papers fall under their policy and if those papers are compliant or not. Then to start associating papers with awards today because this is going to help them gather the papers they need for the progress report and save that last minute dash to track down all of these citations.

Then since they can track the compliance status real-time, they can ensure compliance well before their annual reports are due. Again, if they have to wait until the last minute to get into compliance they are probably going to run into problems. We do have resources for all of you at publicaccess.nih.gov. Institutions have come up with a variety of ways to ensure compliance over several years. They have offered training, we have -- we have slides on our website that you can use as training and you can take them and rebrand them however you wish to create customized training. They offer support to their authors in submitting manuscripts, answering questions about the policy and they offer support to authors on working with publishers. So any type there's a question with a publisher or some kind of issue about what a publication agreement means, the institution can step in and provide that legal support because these are legal contracts.

We have a -- our own process where -- whereas an NIH employee, I'm not allowed to sign a publication agreement. My institution, NIH, does not want me to sign something that would prevent NIH from complying with the policy. So we have this cover sheet process which you can see online if you like. That's an approach our institution has used. I think a few others have done so as well.

Then finally, of course, everything that goes out to NIH is -- can be checked by the institution and it's very easy to see now under these new systems what's compliant and what's non-compliant, so when you get that notification from NIH saying you are out of compliance with the Public Access Policy, it shouldn't be a surprise to anyone in the institution that -- about what happened or why it happened.

We do have resources and support for all of you, we have a help desk. If there are questions and I think there are many questions that we will not be able to get to during this webinar, unfortunately, you can send them to the help desk at publicaccess.nih.gov. We will either answer them ourselves or route them to the right team. The Guide notes are listed here and then you have all of our contact information. I'm going to leave that up. That's the end of our formal content. Thank you for paying attention and sitting through this with us and we'll answer questions until they kick us off.

>> I think we have about one minute for questions, Neil, so I will just get a couple in here.

I'm sorry, I just lost the question.

>> Well, we --

>> If the article has an embargo period in the NIH manuscript system, what's the compliance status?

>> Well, if the -- if the article has gone through the -- the steps, it

needs to, and is ready to post a PubMed Central ID, it will get a PubMed Central ID and that ID will be valid for everything. But when you look it up, it will say not available until a certain date, which is the embargo period. So the embargo date is not something we really need to worry about for compliance purposes.

>> I think this is probably a good closing question. Sandra is asking just to be clear, our institution needs to make sure that all articles are in compliance since the beginning of the policy, right? Or is it a more recent date?

>> Since the beginning of the policy. It's been determined condition award for all awards active as of FY 2008 and our policy applies to all of those papers.

>> Wonderful, I think that's all of

the time that we have. Thank you to all of our presenters. Thank you, for you all, for being very active participants. I have been impressed over 950 of you have stayed for the entire session. If you have questions, Neil's slide directs you to where you should ask them. Good luck and I hope this has been useful. Again, we will post the presentation materials, along with the transcripts, on the event page within seven days of this seminar.

>> I'm also going to take this presentation with help from DeRon and Megan's team and cut this into chapters, in case you want to review certain sections or share certain sections with folks. That will be available on publicaccess.nih.gov and the special page for you, which is for offices of sponsored research.

>> Fabulous. Thank you all, have a wonderful day.