

What is an Accepted Manuscript?



An accepted manuscript (AM) is the version of an article that has been accepted for publication; it is NOT the published version of the article. An AM includes the same content as the published article but will not have the final publishing information (final journal volume and issue, pagination).



If indicated in the Federal Assistance Reporting Checklist, recipients are required to submit AMs to [E-Link](#) per [DOE Order 241.1B](#) and the [DOE Public Access Plan](#). A recipient's version of the AM will be made available to the public free of charge through OSTI.GOV one year after the journal online publication date.



The Accepted Manuscript reporting requirement is communicated to recipients through the Federal Assistance Reporting Checklist (FARC) which states that AMs must be submitted to E-Link no later than the published online date.

Will Submitting an AM to E-Link Jeopardize my Publication?



Many publishers require that information included in a journal article not be available in the public domain prior to publication.



When recipients submit an accepted manuscript to E-Link, it will not be released to OSTI.GOV (the public facing site of E-Link) until one year after the online publication date. During this embargo period, only the bibliographic citation for the article will be available to the public on OSTI.GOV.

How do I submit an Accepted Manuscript?

1. Confirm that your accepted manuscript has proper [acknowledgement and legal disclaimer language](#). Acknowledgement language should contain at least these four elements: DOE, EERE, Technology Office, and Award Number.
2. Confirm that your accepted manuscript **DOES NOT** contain:
 - ✘ Personally identifiable information (PII)
 - ✘ Protected data markings
 - ✘ Proprietary, confidential, or business sensitive markings
3. Navigate to [E-Link](#), click on [Financial Assistance Recipients](#), and click on the [AN 241.3 submission interface](#).
4. Enter your award information, recipient name, and select STI Product Type: Accepted Manuscript of Journal Article.
5. A digital object identifier (DOI), if available, can be entered which will auto-populate the metadata. Otherwise, complete the metadata pertaining to your accepted manuscript, paying particular attention to the following fields:
 - a. **Journal Name:** Provide the title of the journal as it appears on the accepted manuscript
 - b. **Sponsoring DOE Program Office:** This should contain both EERE *and* the Technology Office
 - c. **Subject Category and Keywords:** These function like a keyword search on the public-facing site, [OSTI.GOV](#); make sure the terms here will enable the public to easily find this accepted manuscript.
6. Upload document.

Why Do Accepted Manuscripts Matter?



Making papers freely available through public access increases scholarly citations, sometimes **doubling citations**.



AMs resulting from EERE funding and made available through OSTI.GOV are downloaded by the scientific and engineering community **an average of 4-6 times a month**. Uploading your accepted manuscript to E-Link increases the visibility of your research.



OSTI works in close collaboration with Google and other search providers, using Sitemap Protocols and other information industry standards to **facilitate the discovery** of EERE Accepted Manuscripts through widely used search engines.



Increased access to accepted manuscripts of journal articles allows for **knowledge transfer** among the research community and **increases the impact** of EERE-funded research.

Where Can I Find More Information?

- ❖ For more information on how DOE is implementing the Public Access Plan and recipient requirements, visit <https://www.osti.gov/stip/publicaccessfaq>
- ❖ For more information on Accepted Manuscripts, visit <https://www.osti.gov/sites/www.osti.gov/files/public/factsheet-acceptedmanuscripts-grantees.pdf>

8-Step Path to Public Access

EERE recipients are required to submit an accepted manuscript of a journal article to E-Link (OSTI.GOV/elink) for all publications resulting in whole or in part from projects funded by EERE. Accepted manuscripts are released to the public free of charge one year after publication in compliance with the DOE Public Access Plan.

Public access increases scholarly citations and amplifies the impact of EERE funding.



1

Publication Beginnings

Member(s) of the project team identifies research elements significant for publication. A paper is drafted and the author(s) submit for publication.



2

Notification

As part of the quarterly reporting cycle, the recipient notifies EERE that a paper has been submitted for publication.



4

Accepted for Publication!

Congratulations! The paper has been accepted for publication.



3

EERE Review

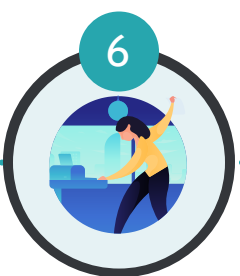
EERE Project Officer reviews the draft publication for proper acknowledgement and legal disclaimer language.



5

Publisher & Author Edits

Author(s) works with publisher on edits to the draft paper.



6

Accepted Manuscript

Author(s) and publisher agree on the content of the final paper. Publisher sends author(s) final version prior to publication.



8

Public Access

One year after the publication date, the accepted manuscript is released to the public free of charge on [OSTI.GOV](https://www.osti.gov).



7

Upload to E-Link

Recipient uploads accepted manuscript to E-Link no later than the published online date.



For more information about accepted manuscripts or public access, contact the EERE Knowledge Hub, knowledgehub@ee.doe.gov