

HANDOUT

Institutional self-archiving of articles published within the framework of Swiss National Licences

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Introduction

Following the German example, Green Open Access components were negotiated for the Swiss National Licences¹. They allow the self-archiving of published versions (PDF) of scientific articles in institutional and/or subject-specific repositories. This handout describes the requirements for self-archiving and is intended to serve as a working tool. It is aimed at repository managers and librarians in Switzerland so that they can independently enrich their repositories with National Licences content. This handout was prepared by the Consortium of Swiss Academic Libraries and the Arbeitskreis Open Access (AKOA, Working Group Open Access).

As a result of the National Licences project, the journal archives of Cambridge University Press (1770-2015), De Gruyter (1826-2016), Oxford University Press (1895-2018) and Springer (1832-2016) were purchased to be accessible as "National Licences" on a national level. Within the National Licences project, also Green Open Access clauses were negotiated.

The growth per annum of the National Licences beyond the purchase period via so-called rolling archives (or moving wall years), including Green Open Access clauses to self-archive full texts of articles in their published version (version of records) in institutional repositories, is possible after an embargo period has been respected. The annual growth depends on the continuation of the Consortium Licences of each year for CUP, OUP and Springer or the purchase of the rolling archive in case of De Gruyter (last purchase of 2022 - 2024 archive happened end of 2024). Despite the De Gruyter's standard repository policy, self-archiving of the **published version of articles (version of record)** with a embargo period applies to the National Licence content. Institutions subscribing to De Gruyter Consortium agreement can additionally self-archive published versions (version of records) without embargo of articles published in journals to which they subscribe.

The basic requirements for self-archiving the published version of a scientific article in the institutional repository, according to the principles of Green Open Access, are: 1) it was published in a journal of the year that is part of the National Licences², and 2) an author of the article is conducting research in Switzerland. Regarding the role of the researchers involved, there are subtle

¹ The Swiss National Licences project was funded by the swissuniversities program "Scientific Information". It enables the Swiss scientific community to access e-resources nationwide. By the end of 2016, the Consortium of Swiss Academic Libraries had successfully concluded contracts for four National Licences. This provides access to the journal archives of four specialist academic publishers. The selected portfolios stand for relevance, a broad range of topics and subject depth. Journal archives from the publishers Cambridge University Press (CUP), De Gruyter, Oxford University Press (OUP) and Springer Nature with over 4.5 million articles are now available nationwide. Cf. www.nationallizenzen.ch

² Cf. <https://consortium.ch/verfuegbare-inhalte/?lang=en>. For publications that are not part of the National Licences, other rights for secondary publication apply. The most important source for this is open policy finder (<https://openpolicyfinder.jisc.ac.uk/>), the former Sherpa Romeo. For further questions, please contact the person responsible for Open Access at your institution.

differences between the individual agreements. This handout provides a checklist to clarify the most important questions. This document also includes a glossary for the technical terms.

In collaboration with swissbib, initial lists of articles which can be self-archived were prepared annually and published on the website of the Consortium of Swiss Academic Libraries³. The quality of the metadata contained therein still needs improvement, so care must be taken while processing it. Nevertheless, the lists are a good starting point for repository managers to identify qualifying articles.

With the discontinuation of swissbib in April 2021, the identified PDF full texts of the articles were transferred to and made available on the [RERODOC repository](#), covering content for CUP up to 2015, for De Gruyter up to 2017, for Oxford up to 2018, and for Springer up to 2015. The central service of full text harvesting of the Rolling Archives has not been continued with RERODOC/SO-NAR, for financial reasons.

Interested institutions are invited to use the information contained in the table below to prepare their own article lists and upload the corresponding full texts to their repositories.

This document is updated annually.

³ <https://consortium.ch/title-lists-for-swiss-national-licences/?lang=en>

Checklist: self-archiving according to National Licence agreements

	Cambridge University Press Journals	De Gruyter Journals	Oxford University Press Journals	Springer Journals
Years covered for reading access (including rolling archive) as of 01.01.2026	1770-2020	1826-2023 ⁴	1895-2022	1832-2021
Journals covered for reading access ⁵	<u>Journal title lists</u> (annually updated)			
Period managed by swissbib/ <u>RERO DOC repository</u>	1770-2015	1826-2017	1895-2018	1832-2015
Articles covered by swissbib/ <u>RERO DOC repository</u>	<u>article title lists per institution</u> (no longer updated)			
Embargo period for self-archiving	5 years	6 months (Medicine) 12 months (all other subject areas) ⁶	3 years	4 years
Last article publication year (exact date) to allow self-archiving as of 01.01.2026	2020 (31.12.2020)	2023 (31.12.2023)	2022 (31.12.2022)	2021 (31.12.2021)
Self-archiving of published versions of article fulltexts as of 01.01.2026	Full rolling archive year: articles published between 1.1.2020 and 31.12.2020 can be self-archived for the first time.	Rolling by month: articles published between 1.12.2023 on 31.12.2023 can be self-archived for the first time.	Full rolling archive year: articles published between 1.1.2022 and 31.12.2022 can be self-archived for the first time.	Full rolling archive year: articles published between 1.1.2021 and 31.12.2021 can be self-archived for the first time.

⁴ For De Gruyter National Licence, a 2-year embargo applies on reading access. The standard embargo on self-archiving of published article versions applies.

⁵ Articles published in these journals can be used for self-archiving. For De Gruyter, the standard 12 months embargo on self-archiving of published article versions applies.

⁶ De Gruyter offers standard 12 months embargo on self-archiving of published article versions. Institutions subscribing to De Gruyter Consortium agreement can self-archive published versions (version of records) without embargo of articles published in journals to which they subscribe.

	Cambridge University Press Journals	De Gruyter Journals	Oxford University Press Journals	Springer Journals
In which repository type can the article be published?	Not specified	Institutional and subject-specific repositories	Institutional repositories with location in Switzerland	Institutional repositories
Which format may be used for self-archiving?	Published PDF	Published PDF	Published PDF	Published PDF
Who is entitled to self-archive?	Corresponding authors and co-authors with residence in Switzerland, as well as third-level education institutions participating in Swiss National Licences.	Corresponding authors and co-authors affiliated to a Swiss institution, as well as the institution itself, if authorized by author.	Corresponding authors and co-authors affiliated to a third-level education institution in Switzerland, as well as the institution itself.	Third-level education institutions in Switzerland.
Which copyright licence is observed for the texts?	Not specified	CC BY-NC-ND (applies only to the Consortium Licence and National Licence, not to researchers)	Not specified	Not specified

Glossary

Co-authors: All authors of a scientific article apart from the corresponding authors.

Corresponding authors: The primary contacts between the publisher and the other authors (co-authors) of a scientific article (co-authors).

Copyright licences: For a discussion of the types of Licences, please see the [Creative Commons website](#).

Embargo: The embargo is a contractually fixed time limit after which a self-archiving or an access extension may take place.

Institutional repository: An institutional repository is operated by the institution where an author or co-author works.

Moving wall: see Rolling Archive

Published PDF: The published version of a scientific publication after publisher's editing, formatting, metadata and pagination.

Rolling archive: Moving Wall and Rolling Archive are used synonymously in this context. Annual growth of content in National Licences. Static: no growing content of moving wall titles, only growing years based on archive titles, Dynamic: rolling archive also includes new journal joiners. Moving Wall includes all newly published and takeover titles that are included in the Journals Collection in any given year.

Self-archiving: Independently from publication by a publisher, the authors and/or the institution they are affiliated with, publish the work on an institutional or subject-specific Open Access repository.

Subject-specific repository: A subject-specific repository allows authors working at institutions without their own repository to have their scientific articles republished.