A step-by-step guide to publishing your article Open Access

**Manuscript Preparation**
- Find your chosen journal on Cambridge Core
- Review the instructions for contributors under the ‘Information’ section
- Format your manuscript according to these instructions.

**Manuscript Submission**
- Click ‘Submit your article’ on your chosen journal’s homepage
- Complete the submission form in the journal’s Online Peer Review System (OPRS).

**Manuscript Review**
- Your manuscript goes through Editorial and Peer Review
- Review your manuscript’s progress from within the OPRS.

**Publication Decision**
- Your manuscript is accepted for publication
- **FILL IN AND SUBMIT THE OPEN ACCESS AUTHOR PUBLISHING AGREEMENT**, available on your journal’s Cambridge Core information page.

**KEY STEP TO PUBLISHING OA**
APC Transaction Process

- Rightslink® work on Cambridge’s behalf to process Article Process Charges (APCs)
- If you are contacted by Rightslink®, follow their instructions. If applicable, you may enter your institution in the ‘Affiliation Discount’ section. Find out more at: cambridge.org/apc
- If we have an OA publishing agreement with your institution, your APC may be automatically waived, based on your institutional affiliation. Check your eligibility at: cambridge.org/oa-waivers-and-discounts

Article Production

- Copy editing
- Type setting
- Author proof
- Final type setting
Find out more: cambridge.org/production

Article Publication

- Article is published OA on Cambridge Core