

Understanding between *Linköping University Electronic Press* and Conference organiser

1. Introduction

Linköping University (LiU), through *Linköping University Electronic Press (LiU E-Press)* advances scholarly communications and supports open access academic publishing initiatives.

2. Parties and definitions

This *Understanding* is entered between *Linköping University Electronic Press*, which is a part of *Linköping University*, referred to as *LiU E-Press*. and the conference representative:

referred to as *the Organiser* regarding the publication of the conference proceeding:

referred to as *the Proceeding*. The *Proceeding* can either be a book of abstracts or full conference papers.

3. This Understanding and other documents

The *Organiser* needs to be employed or affiliated to LiU according to “Riktlinjer för affiliering till Linköpings universitet” [Dnr LiU-2021-02223](#) (in Swedish).

A [Proceeding application form](#) needs to be filled in and attached to this *Understanding*.

The *Organiser* warrants that the publication of the *Proceeding* is in line with, and that the *Authors* of respective papers/abstracts complies with their obligations in, the “Terms of publication when publishing electronically via *LiU E-Press*” [DNR UB-2022-00023](#),

4. Copyright

The author(s) retain the copyright of all versions of the paper or abstract. The *Organiser* shall publish the *Proceeding* with the selected Creative Commons license if applicable (given in the *Proceeding* application form).

5. *LiU E-Press'* Obligations

LiU E-Press will within this service perform the following obligations:

- a. Assign a series number to the *Proceeding* in a *LiU E-Press* conference series. If applicable, also assign it to other LiU series,
- b. Assign an ISBN to the *Proceeding*,
- c. Provide guidance in the publishing process in the *Publishing platform*. *LiU E-Press* encourages *the Organiser* to arrange another conference webpage for *the Conference* outside the *Publishing platform*,
- d. Deliver the *Proceeding's* metadata to CrossRef, which includes assigning DOIs and if requested depositing reference lists,
- e. Offer a plagiarism check of the *Proceeding*.

LiU E-Press' role in publishing conference proceedings is primarily to provide a publication platform and limited administrative resources to make the full conference proceeding and its papers/abstracts available online.

LiU E-Press is only a publishing host and its obligations do not include, for example, to check or modify paper formatting and/or referencing system, to do or organise proofreading, to contact authors for corrections, to collect publishing agreements from authors, nor to provide editorial staff in any capacity.

6. The Organiser's warranties and obligations

The *Organiser* will perform the following obligations:

8.1 The Organiser warrants that:

- a. he/she has the right to publish the *Proceeding* with all its contents in OJS via *LiU E-Press*,
- b. the content will be published open access, i.e., allowing completely free access to the papers.
- c. if applicable, the licence used will be displayed in the *Proceeding* and its included papers,
- d. a clear statement of the peer-review system in use (if any) is included in the *Proceeding*.

8.2 The Organiser will perform the following obligations:

- a. take the responsibility for the administration of the publishing process of the *Proceeding* and if applicable also the handling of the peer-review process,
- e. prior to publication: collect publishing agreements for all papers from authors and sending those agreements to *LiU E-Press* for archiving at Linköping University. By doing so the *Organiser* warrants that the authors complies with their obligations in the “Terms of publication”.
- b. deliver the *Proceeding* with metadata to *LiU E-Press* according to the [given guidelines](#),
- c. insert the correct Creative Commons information on each paper of the *Proceeding*.

7. Signing the Understanding

This *Understanding* is signed by *LiU E-Press* and one or more *Organisers*. Each signee certifies that he/she is authorized to enter into this *Understanding*.

Place/Date: _____

Signature:

Edvin Erdtman
Scientific Editor, *LiU E-Press*

Place/Date: _____

Signature:

Name:

Organiser

Place/Date: _____

Signature:

Name:

Organiser