Knowledge Unlatched

# KU Select 2017 – Journals

Publisher Information

Knowledge Unlatched

## 1. KU Select 2017 – Journal criteria

This document is intended to outline the information and requirements for publishers who are considering participating in the KU Select 2017 journal collection. If you would like to learn more about the book collections, please download the brochure here: http://www.knowledgeunlatched.org/ku-collections/ku-books/.

Prior to submitting titles, we strongly recommend publishers to read carefully through the criteria mentioned below, the timeline in section 2 as well as the metadata requirements in Appendix A in this document.

**General Criteria**

- Journal should be 10 years old at least
- Should contain about 20 articles per annum
- Unlatching is for copyright years 2018, 2019 and 2020
- English language and preferably titles published in print
- KU covers the following disciplines, where the number of (+) icons indicate preferred subjects:

(+) Archaeology
(++) Anthropology
(+) Arts
(++) Classics
(++) Economics
(+++) History
(+) Information Science
(++) Languages
(+) Linguistics
(++) Literature
(++) Management & Business
(+++) Media & Communications
(++) Music
(+++) Philosophy
(+++) Political Science
(+++) Psychology
(+++) Sociology
(+) Theology & Religion

**Journal Title Pricing**

- The publisher receives the Net Title Fee (excl. VAT), which is derived as follows:
- **Net Title Fee = # of articles per year * APC**
- If unlatched, Net Title Fee paid annually
- # of articles = average published in the last three years
- APC = Article Processing Charges mentioned on the journal website
- If no APC for the title is available, then Knowledge Unlatched will recommend a benchmark APC

**Example: Journal Title Pricing**

- 20 articles per annum
- $1,500 APC
- Net Title Fee = USD $30,000

Knowledge Unlatched

## 2. KU Select 2017 – Journals: Process and timeline

### Timeline

**December 5, 2016 until February 10, 2017**

**1 Submitting Titles**

When submitting titles for consideration by KU for inclusion in a collection, we require the information to be entered into our online portal (https://app.knowledgeunlatched.org). In Appendix A of this document more information can be found about the metadata requirements.

More information about the metadata requirements can be found in Appendix A in this document.

**March, 2017**

**2 Reviewing Titles**

The Library Title Selection Committee reviews the submissions and provides recommendations to assure relevance, global interest and quality standards. In order to maximise the chances that titles will appeal, we recommend publishers submit titles that are relevant to an international cohort of libraries.

**April, 2017**

**3 Packaging Titles**

Thematically curated packages are created based on the selection made by the Library Title Selection Committee. Publishers will be informed which titles are accepted. For accepted titles, publishers are asked to review the metadata, send journal covers and sign the publisher agreement (which can then be downloaded via the portal).

**May, 2017 until December 14, 2017**

**4 Library Pledging**

Libraries are invited to select packages and titles and to pledge their support for copyright years 2018, 2019 and 2020. Packages containing titles offered by publishers must be selected by a minimum number of libraries. Libraries may also select titles on an individual basis, provided that the minimum amount is reached in order to participate.

**from December 15, 2017**

**5 Unlatching Titles**

Titles will be unlatched if they reach the pledging necessary to cover the Title Fee. The library commitment is for the copyright years 2018, 2019 and 2020. Libraries will be invoiced annually by KU and publishers will be paid annually.

Knowledge Unlatched

**Appendix A: Metadata and file requirements for journal titles over time.**

Via the KU portal, journal metadata can be entered manually only. The table below describes which fields are required and when, where the latter refers to the phases mentioned above in the timeline: **(1) submitting titles**, **(3) packaging titles** and **(5) unlatching titles**.

| **Field** | **Description** | **When is it required?** (See timeline above) |
|---|---|---|
| Title | Title of the journal | (1) |
| Subtitle | Subtitle of the journal | optional |
| Series Title | | optional |
| ISSN (print edition) | ISSN of the journal | optional |
| eISSN (online edition) | eISSN of the online journal | (1) |
| Print price in USD per volume | | (1) |
| Print price in EUR per volume | | optional |
| Editor First Name | | (1) |
| Editor Last Name | | (1) |
| Editor ORCID | | optional |
| Editor Affiliation | Institution Name | (1) |
| Primary Subject | One of the KU subjects | (1) |
| Keywords | Keywords separated by comma | optional |
| Description | Maximum 1000 characters | (1) |
| Publisher | Name of the publisher | (1) |
| Place of Publication | | (1) |
| CC licence agreed? | | (3), but we encourage (1) |
| CC licence type | One of the Creative Commons licences | (3), but we encourage (1) |
| Journal Issues per year | Average over the last three years | (1) |
| Articles per journal issues per year | Average of the last three years | (1) |
| Journal Cover Image | JPEG or PNG file, max. 5MB | (3) |
| Publisher Agreement | Upload signed version of the publisher agreement for accepted titles | (3) |