

# Publishing Open Access with IEEE: A Guide for Corresponding Authors

Now you can benefit from the IEEE open access agreement with [your institution](#). This agreement allows authors to publish open access articles in IEEE's industry-leading journals and provides reading access to over five million documents from the IEEE *Xplore* Digital Library. The agreement makes it more convenient for authors to publish open access articles with IEEE as eligible authors pay no open access charges as these costs are covered by your institution under the agreement.

## IEEE Open Access Publishing Options

### FULLY OPEN Journals

IEEE offers a growing portfolio of gold fully open access journals spanning a wide range of topical focus areas. Publish faster online and reach a larger potential audience with a rapid, yet thorough, peer-review process.

### HYBRID Journals

A hybrid journal is a subscription-based journal that provides authors the choice to publish their accepted article as open access. IEEE offers over 160 hybrid journals that span an array of technology fields and offer the benefits of a respected reputation of publishing the leading research in the field.

### IEEE Access

IEEE *Access* is a multidisciplinary, gold fully open access journal that features a rapid, yet rigorous peer review process of 4 to 6 weeks. With over 50,000 articles to date, the journal also offers discipline-specific special sections aligned with IEEE technical communities.

For information on choosing the right publication for your research submission, please visit: <https://publication-recommender.ieee.org/home>

### 4 Easy Steps to Submitting an OA Article:

- 1 Once you find a publication to submit your paper to, click "Submit Manuscript" to start the submission process from the journal home page on IEEE *Xplore* and follow the [ScholarOne](#) manuscript system prompts.
- 2 In the Author and Affiliations step, enter the name of your institution in the "Edit Account Information" screen and select from the results that are displayed along with the corresponding RINGGOLDIDs. The results shown will help to match your article to an open access agreement as a primary authentication method. Be sure to use your institutional email, which will be used as a secondary option to match your manuscript to an open access agreement.
- 3 If your article is accepted, the open access administrator will receive this funding request automatically and review for approval.
- 4 To ensure accurate processing, please be sure to use your institution's name from the dropdown menu as well as your own institutional email address for all forms and submissions.