

An FAQ on IEEE Policy Regarding Authors Rights to Post Accepted Versions of Their Articles

- [How does IEEE define an “accepted” version?](#)
- [How is “published” version defined?](#)
- [What other versions of authors’ articles are defined by IEEE?](#)
- [Why does IEEE allow the accepted version of the article to be posted by authors and not the final, published version?](#)
- [Does IEEE consider authors posting their articles on preprint servers or on their companies' web sites to be a form of prior publication, which may then disqualify the articles from further editorial consideration?](#)
- [Can instructors post copies of their own articles online as part of their course material?](#)
- [Which version of an article can authors post if they have published their journal articles in the IEEE Open Access program?](#)
- [Does the policy affect how authors post their articles on preprint servers such as ArXiv?](#)
- [If an author's work was supported by a funding agency, which version of the article may be posted in the agency's free-access repository?](#)
- [How does the policy affect authors who publish their articles in IEEE conferences?](#)
- [Is it possible for a third-party to post an IEEE article online?](#)
- [Where can authors find a copy of the author posting policy?](#)
- [What other steps are necessary for authors who would like to post their accepted articles?](#)
- [What if authors have other questions about this policy?](#)

How does IEEE define an “accepted” version?

An accepted article is a version which has been revised by the author to incorporate review suggestions, and which has been accepted by IEEE for publication. If peer review by a journal or a conference requires no changes for publication, the accepted version is identical to the version initially submitted by the author.

How is “published” version defined?

The final, published version is the reviewed and accepted article, with copy-editing, proofreading and formatting added by IEEE. This is the version of record that appears in IEEE *Xplore*®

What other versions of authors’ articles are defined by IEEE?

An author-submitted article is the version originally submitted by the author to an IEEE publication. An author includes a completed IEEE Copyright Form during submission of the article to an IEEE publication and thereby transfers the copyright of the article to IEEE. E-prints are digital texts of research articles. Electronic preprint is a form of e-print where an author posts a draft article on the author’s web site, his/her employer’s site, a funding

agency's site, or another site that invites comment for the purpose of developing the work. For purposes of this definition, a preprint is assumed to be the article in the form prior to submission to the IEEE, at which point copyright is transferred to IEEE.

Why does IEEE allow the accepted version of the article to be posted by authors and not the final, published version?

The IEEE recognizes the need for authors to share and develop their work with colleagues and peers. Permitting authors to post the accepted version of their articles allows this collaborative effort while preserving the value of IEEE's electronic database, which currently serves as the focus for a sustained, global community of authors, reviewers and researchers. With users accessing the final, published version of articles at IEEE *Xplore*[®], the IEEE is better able to track usage of articles for the benefit of authors and journals.

Can instructors post copies of their own articles online as part of their course material?

Yes. Instructors are permitted to post any portion of the accepted version of their IEEE-copyrighted articles on their personal web sites or their institutions' servers in connection with the authors' teaching, training, or work responsibilities, provided that the appropriate copyright, credit, and reuse notices appear prominently with the posted material.

Which version of an article can authors post if they have published their journal articles in the [IEEE Open Access program](#)?

If authors have paid Article Processing Charges (APCs) to support publication of their articles in an IEEE journal under an IEEE Open Access Publishing Agreement or a Creative Commons Attribution License, the authors may post the final, published versions of their articles on their personal, employers', or funding agencies' web sites. Currently IEEE does not have an Open Access program for conference articles.

Does IEEE consider authors posting their articles on preprint servers or on their companies' web sites to be a form of prior publication, which may then disqualify the articles from further editorial consideration?

No. IEEE policy allows authors to submit previously posted articles to IEEE publications for consideration as long as authors are able to transfer copyright to IEEE, i.e., they had not transferred copyright to another party prior to submission.

Does the policy affect how authors post their articles on preprint servers such as ArXiv?

Yes. The IEEE recognizes that many authors share their unpublished articles on public sites. Once articles have been accepted for publication by IEEE, authors are required to post an IEEE copyright notice on their preprints. Upon publication, authors must replace the preprints with either 1) the full citation to the IEEE works with Digital Object Identifiers (DOI) or 2) the accepted versions only (not the IEEE-published versions) with the DOI. IEEE journals will make available to each author the accepted version of the article that the author can post that includes the DOI, IEEE copyright notice, and a notice indicating the article has been accepted for publication by IEEE. IEEE conference authors are free to post their own version of their articles, as accepted by an IEEE conference.

If an author's work was supported by a funding agency, which version of the article may be posted in the agency's free-access repository?

IEEE allows its authors to follow mandates of agencies that fund the authors' research by posting accepted versions of their periodical or conference articles in the agencies' publicly accessible repositories for the purpose of meeting public availability requirements prescribed by their funding agencies. Before submitting manuscripts to an IEEE periodical or conference, authors are encouraged to learn the specific requirements of their funding agencies, including whether self-posting is acceptable.

How does the policy affect authors who publish their articles in IEEE conferences?

The author posting policy applies to all IEEE authors, regardless of what type of publication has published their articles. Authors may post their accepted conference papers to their own web sites, their employers' web sites, or their funding agencies' publically accessible repository for the purpose of meeting public availability requirements prescribed by their funding agencies.

Is it possible for a third party to post an IEEE article online?

Yes. But permission must be granted by IEEE. Requests are handled through RightsLink, a service that provides licenses for the reproduction and distribution of IEEE copyrighted material in print and electronic formats on behalf of the IEEE. Users can access the RightsLink service through IEEE *Xplore*[®]. More information about RightsLink and requesting permission is available at:

http://www.ieee.org/publications_standards/publications/rights/reqperm.html

Where can authors find a copy of the author posting policy?

The author posting policy can be found at:

http://www.ieee.org/publications_standards/publications/rights/rights_policies.html

The policy also appears in Section 8.1.9 (Electronic Dissemination Information) of the IEEE Publication and Products Service Board Operations Manual at:

<http://www.ieee.org/documents/opsmanual.pdf>

What other steps are necessary for authors who would like to post their accepted articles?

The following copyright notice must be displayed on the initial screen displaying IEEE copyrighted material:

© 20xx IEEE. Personal use of this material is permitted. Permission from IEEE must be obtained for all other uses, in any current or future media, including reprinting/republishing this material for advertising or promotional purposes, creating new collective works, for resale or redistribution to servers or lists, or reuse of any copyrighted component of this work in other works.

Upon publication, authors are asked to include either a link to the abstract of the published article in IEEE *Xplore*[®], or the article's Digital Object Identifier (DOI).

What if authors have other questions about this policy?

Please send all questions about IEEE's author posting policy to copyrights@ieee.org.