

HOPE (Hauptbibliothek Open Publishing Environment) Agreement on Journal Publishing

between the University Library Zurich

and the **Editors:** [names of the editors]
for the **Journal:** [name of the journal]

1. Basic Principles

Hauptbibliothek Open Publishing Environment (HOPE) is a journal publishing platform and service provided by the University Library Zurich. It complies with the Open Science policy set by UZH¹ and observes the Berlin Declaration on Open Access to Knowledge in the Sciences to which UZH subscribes.²

The aim of HOPE is to support UZH researchers and editors associated with UZH with the technical and organizational aspects of launching and managing an electronic Open Access journal. For this purpose, the University Library Zurich offers the use of the electronic journal management system “Open Journal Systems” via the HOPE platform.

2. Conditions

In order to launch and manage a journal on HOPE, the following principles apply:

1. Journals published on the HOPE platform make academic texts freely accessible in line with the principle of Open Access to scholarly knowledge as set out by the Berlin Declaration.
2. HOPE has been established for refereed academic papers published in a periodical. HOPE is not a platform for publishing junior research papers or student work.
3. Publishing a journal on HOPE is subject to mutual agreement between the University Library Zurich and the journal editors.
4. In its role as HOPE operator, the University Library Zurich is responsible for the hosting services and technical operation of the journals published on the platform. The hosting services are run on the servers of UZH's IT services, for which a service level agreement between the University Library Zurich and the Office of Information Technology has been drawn up.
5. Responsibility for the content of the journals and for any related legal liability questions lies solely with the editors. The rights to the articles and texts in the journal remain the property of the editors.
6. If, in reference to aspects named in paragraph 5, claims for compensation and/or costs for legal action are raised by a third party against the contractual parties, either individually or jointly, the editors will release the University Library Zurich from any liability for these claims and will refund any legal costs incurred.
7. In the event of a breach of any of these principles, the University Library Zurich reserves the right to unilaterally terminate the hosting services of the journals in question.

¹ <https://www.openscience.uzh.ch/de/definition/policy.html>

² <https://openaccess.mpg.de/Berlin-Declaration>

8. The University Library Zurich reserves the right to migrate journals to another platform and to convert file formats for archiving purposes.

3. Deliverables of the University Library Zurich

The University Library Zurich:

- Offers, in collaboration with UZH's IT services, the use of the Open Journal Systems software on the HOPE platform for the management of academic journals.
- Advises UZH researchers and editors associated with UZH in launching or migrating academic journals to the HOPE publishing platform.
- Sets up the journal and administrative access for editors and instructs journal editors on the guidelines of using HOPE.
- Makes the journals on HOPE freely accessible worldwide via the Internet.
- Is responsible for assigning DOIs (digital object identifiers) to journal articles.
- Registers journals published on HOPE with relevant directories and databases as well as with the archiving platform LOCKSS.
- Is available as a contact partner for any questions related to journal publishing.

4. Responsibilities of the Editors

The journal editors:

- Nominate a single contact person (and deputy) for the University Library Zurich to contact during office hours by telephone or e-mail. The contact person is the journal administrator and has the expertise required to enter and administer documents in HOPE.
- Set up issues of the journal in HOPE and upload texts and articles for publication without assistance. On request, the University Library Zurich may agree to undertake one or more of these steps.
- Select the articles to be published, conduct a review process, and format the individual articles. Recommended file formats are PDF/A and/or XML as these are suitable for long-term archiving.
- Provide a guarantee to their authors that they have all the rights needed to publish their articles on HOPE with Open Access. As a rule, this requires a Creative Commons License. In the present case [specify the license, congruent with the publishing agreement between authors and editors]:
 - Creative Commons Attribution (CC BY 4.0), <https://creativecommons.org/licenses/by/4.0/deed.en>
 - Creative Commons Attribution – NonCommercial – NoDerivatives 4.0 International (CC BY-NC-ND 4.0), <https://creativecommons.org/licenses/by-nc-nd/4.0/deed.en>
- Are, in accordance with the corresponding Creative Commons license, free to also publish the journal on other web portals or on other channels.
- Conclude a written publishing agreement with the authors of each journal article; the agreement is submitted to the University Library Zurich.

5. HOPE Servers

In principle, HOPE is in operation 24 hours a day, seven days a week. The productive server may be switched off during the week for saves, reorganization, system maintenance, or upgrades. Notice will be given in advance. For a maintenance window of less than 15 minutes, the editors will be notified at least 2 days in advance. In the case of a longer maintenance window, notification will be given 1 week in advance. Upon consultation and in mutual agreement, the notice period may also be shorter.

The contact persons at the University Library Zurich provide first level support (i.e. handle all inquiries) during office hours (Monday to Friday 8:30am to 5:00pm, not including public holidays and UZH-specific holidays) and also offer second level support if required. In the event of service disruption, all efforts will be made to resume operations as soon as possible.

6. Fees

HOPE will run as a pilot operation for UZH researchers and editors associated with UZH at no charge until further notice.

Should required changes in specifications to the HOPE platform lead to higher costs for the HOPE operators, ZORA such costs will be charged pro rata to the journal editors. The University Library Zurich will announce any corresponding changes at least half a year in advance.

7. Withdrawal

This agreement can be terminated in writing by either party with a notice period of three months.

Should the journal be withdrawn from the HOPE platform, documents will be removed from the visible area of HOPE at the latest three months after notice of termination has been given.

Exports from HOPE may only be made via the regular export channels and interfaces of Open Journal Systems; they will be carried out by the journal editors.

8. Disclosure

This agreement is subject to all statutory disclosure requirements.

9. Applicable Law and Place of Jurisdiction

This agreement is subject to Swiss law. Place of jurisdiction is Zurich.

10. Signatures

[Editors: Names]

[Name of the person signing]

[Place, Date]



University Library Zurich

University Library Zurich

Director

Open Science Services

Dr. Rudolf Mumenthaler
Zurich,

Dr. Andrea Malits
Zurich,