F1000
Frequently Asked Questions

F1000
Frequently Asked Questions

Contents

F1000 FAQ

General Questions

Is F1000Research a preprint server?

A preprint server is a repository for pre-publication draft versions of full papers that are often subsequently submitted to journals for peer review and publication. All articles in F1000Research are permanently published (with a DOI) and undergo formal peer review after publication. Since peer review starts the moment they are published, they are NOT preprints and cannot be submitted to other journals, regardless of the peer review outcome.

Under rare circumstances, F1000Research or the article's authors may decide to **discontinue peer review**. In those cases, the article will be clearly labelled with an explanation that it is no longer under peer review. Because the article has not 'passed peer review' at this stage and is not listed on bibliographic databases such as PubMed, it may be considered equivalent to a preprint and the author may submit it to a journal for publication (authors must discuss this with the F1000Research team first).

Are all articles in F1000Research 'published', even if they have not been peer reviewed?

Yes, all articles are published irrespective of the peer review status. "Peer review" and "publication" are two independent concepts. Most journals peer review and then publish; we publish and then peer review.

What content on F1000Research is peer reviewed?

All articles published on F1000Research undergo peer review, with the exception of editorials which are typically commissioned, and Faculty Critiques. The peer review status is displayed in the upper right-hand corner of the articles.

Posters, slides and documents are not peer reviewed.

Do you offer copyediting support?

Occasionally, we may recommend that an article is copyedited before our editors proceed further with the article – either by a native English speaker or a professional copyediting search. Whilst F1000Research does not offer this level of language editing, we have compiled a list of copyediting services you may wish to consider. Please note that these services are separate from F1000Research, and we are not able to guarantee the quality of the services.

- **Peerwith**
- **AuthorAid**
- **Edanz**
- **Editage**
- **American Journal Experts**
- **Enago**
- **T&F Editing Service**

Does the platform have an API to allow the content to be downloaded?

Yes, The API allows anyone to download the XML and PDF of specific articles as well as to download links to the XML of the entire corpus of articles. Please see the full **documentation**.

Aims and scope – what is F1000Research?

What is F1000Research's scope?

F1000Research provides a platform to publish all forms of research in the physical and life sciences, engineering, medicine, social sciences and humanities, ranging from research articles to software tool articles, as well as many other formats including posters and lecture slides.

What types of article does F1000Research publish?

F1000Research publishes standard research articles, brief reports, reviews, systematic reviews, opinion articles and correspondence, as well as data notes, case reports, clinical practice papers, study protocols, method articles, observation articles, antibody validation articles and software tool articles, across science, engineering, medicine, social sciences and humanities. For a detailed description of each article type, please see our **article guidelines**. F1000Research welcomes positive, negative or null studies, replication studies and refutation studies equally.

Why were Research Notes renamed Brief Reports?

In 2019, F1000Research renamed Research Notes to Brief Reports as this better reflects the content of the articles and is more recognisable for readers and authors. Previously published Research Notes will keep this article type, however if a new version is published it will be as a Brief Report.

What are Gateways?

Gateways provide personalized portals for institutions or organizations, with links to featured content and other resources.

All submissions to a gateway undergo the standard F1000Research editorial checks, see the FAQ **Are submissions checked for quality before they are published**. If the Gateway Advisors do not accept a submission that has been proposed for inclusion in their gateway, it will still be published in F1000Research if it passes the standard checks. If you are interested in starting a gateway, please contact the **editorial team**.

Authorship

How should authorship contributions be listed?

We are using the CRediT taxonomy to capture author contributions as we believe that having more detail of who did what brings transparency, enables recognition for researchers, and provides greater accountability for all involved. Upon submission you will be asked to select from a 14-item list, all the contributions made by each author.

What happens if the author list changes in a new version of the same article?

If the author list of an article changes following its publication, a new version of the article can be published, with an explanation included in the **'Amendments'** section at the top of the new version. As each version of an article has its own DOI, these can be individually cited and accessed. Therefore, the

authorship list can change without affecting earlier versions of the article. The authorship contributions must also be revised accordingly.

Any changes in authorship must be confirmed by all authors in writing or over email, and the corresponding author is responsible for obtaining this confirmation from their co-authors. The F1000Research team may also contact any co-authors directly to obtain this confirmation.

Who should I include in the Acknowledgments section?

Anyone who has contributed to the study but does not meet the criteria for authorship should be listed in the **Acknowledgments** section. It is the authors responsibility to obtain permission to include the name and affiliation, from all those mentioned in the Acknowledgments section.

How does open invited peer review of articles after publication work?

Why publish before peer review?

The reason we conduct peer review after publication is to remove the delay in others being able to benefit from accessing the work during the reviewing period. Closed (and sometimes biased) review processes can often take many months, sometimes even years, and may allow competing papers to be published first. The F1000Research model removes the possibility of a paper being deliberately blocked or held up by a single editor or reviewer. It also allows other scientists in the field to judge the work for themselves and start building on it, perhaps repeat the analysis for themselves, while expert reviewers assess it.

Are submissions checked for quality before they are published?

Articles are carefully checked by our in-house editorial team who ensure that each submitted article is (co-)authored by a qualified researcher or clinician and is appropriate in terms of content, quality, tone and format. We also check that article submissions are complete, not plagiarized, and we ensure that they meet ethical standards. Finally, we support authors by making sure that citations to all supporting data are included with the article, that the methods section contains adequate protocol information to make the data useful, the writing is understandable, and that all requirements in our **article guidelines** are met.

Posters and slides do not undergo the same editorial checks and are posted immediately on submission; a brief check for topic, relevance and appropriateness is conducted in-house before they are given a **permanent identifier** (DOI). Documents undergo a basic screen before publication to ensure that they meet the criteria defined by the collection or gateway advisers who invited them.

Why are there several versions of the same article?

As peer review takes place after publication, authors can submit a new version of their article that addresses any concerns or shortcomings that were identified during the peer-review process. Once a new version of an article is published, the reviewers of the previous version are asked to re-review the article and check whether their concerns have been addressed. All versions of an article are accessible, each with their own DOI (digital object identifier) and may be cited individually. The most recent article version is displayed as the default, and older article versions display a clear notification that newer versions are available.

What is the difference between the badges on articles: [Update], [Revised], and [Updated]?

Publication in F1000Research is much more dynamic than in traditional journals and our articles are still "developing" after the authors' initial version is published. To distinguish more clearly between different types of article versions, we label them with the following badges:

[Revised] indicates a new version that usually incorporates changes in response to the reviewers' comments; an **[Update]** is a new version, often after the article is indexed and/or the peer review is considered complete, in which authors can add small developments relevant to the research discussed in that article.

The black **[Updated]** badge is no longer being used.

What if I cite an article and a new version is published afterwards?

All versions of every article are retained and are accessible to readers, but if you visit an older version of an article, for example via a citation, a message will appear on-screen to alert you that there is a newer version available. If you have stored a version of the article's PDF in a reference manager or on your computer, you can ensure it is the most recent version by using the CrossMark button: when you click it you will be able to see immediately if newer versions of the article are available.

Posters and slides do not currently facilitate versioning.

Is 'Awaiting peer review' equivalent to 'Submitted' in other journals?

No - articles awaiting peer review in F1000Research are officially published. You can cite F1000Research papers that are awaiting peer review (for example in manuscripts, CVs, or grant applications), because the citation includes details of the peer review status, making it clear to everyone what stage of peer review the article has reached. Readers who later follow the citation link to view the paper will be able to see its current peer review status.

Are the review statuses 'Approved', 'Approved with Reservations', and 'Not Approved' equivalent to terms used when Editors make decisions on traditional journals ('Accepted', Minor/Major Revisions', and Rejected')?

Not quite – most importantly, 'Not Approved' does not mean 'Rejected'. It simply means that the reviewer considers the current version of the article not to be of a high enough standard; he/she may have identified some flaws that seriously undermine the results and conclusions, unless they are fixed. The article remains published and a future revised version, if the reviewers judge it to be sufficiently improved, may then be **'Approved'** or **'Approved with Reservations'**.

The term **'Approved'** means that the reviewer considers the article is technically sound, and has either no or only minor revisions.

'Approved with Reservations' means that the reviewer believes the paper has academic merit, but has asked for a number of small changes to the article, or specific, sometimes more significant revisions.

In every case, even when all reviewers approve the article, future versions are welcome.

Why did the definition of 'Approved with Reservations' change?

In June 2020, the 'Approved with Reservations' definition was altered from: "The article is not fully technically sound in its current version, but the reviewer's criticisms could be addressed with specific, sometimes major, revisions" to "the reviewer believes the paper has academic merit, but has asked for a number of small changes to the article, or specific, sometimes more significant revisions".

This change was made both to better reflect the scope of articles published, and in response to feedback from our authors and reviewers that the distinctions between statuses needed to be more defined. To ensure that all articles receive a fair and transparent peer review, and to prevent reviewers' previous decisions being affected, this change only applies to articles published after June 2020.

Is the new version of my article a revision or an update?

New articles versions are considered to be revisions when they incorporate amendments in response to peer review comments; publication of revised versions is always free of charge. Versions are considered to be updates when the authors wish to add small developments or new information to the article, usually after it has passed peer review. We charge a small APC for updated versions (as of May 2019) to help cover the associated editorial costs.

When can I revise my article?

You can revise your article at any time by publishing a new version, which will be displayed as the default. There are no extra APC charges for publishing a revised version of your article, and we would encourage you to revise your article in response to peer review reports. If we are expecting further peer review reports to be submitted in the near future, we may sometimes recommend that you wait until the reports are published. However, as our publishing process is entirely driven by the authors, it is your decision when you feel the time is right for a revision.

How can I revise or update my article?

To submit a revised or updated version of your article, you must be signed into the submitting author's F1000Research account. Please download the document provided on the Submissions page and ensure that track changes are turned on whilst editing the document. More information on how to create a new version, please visit **Article Guidelines (new versions)**. We charge a small APC for updated versions (as of May 2019) to help cover the associated editorial costs.

Can I withdraw my article after it has been published?

No, you can't. Once your article has been published on F1000Research, it has a formal citation with a DOI, which means that we must retain a permanent record of the full content and not change or remove it. If you would like to change your article, you can publish a **new version**; this way, someone looking for your original article will be automatically redirected to the new and revised version. Obviously, if you discover there is something seriously wrong with the whole paper, such as your samples getting mixed up or the key results were generated using a faulty reagent, you can ask us to mark the article as **"retracted"** and add a note explaining what happened. See details of our **correction, replacement, and retraction policies**.

On rare occasions, if you were not able to get reviewers for your article after a long period of time, **peer review may be discontinued**. You still cannot withdraw the article, but we can add an explanation that the article is no longer undergoing peer review, giving it a status equivalent to a preprint; many other journal editors accept submissions of papers previously posted on preprint servers and they may consider an article labelled like this in the same way (you must contact us at **research@f1000.com** if you wish to pursue this option with your F1000Research article).

Why are some articles no longer under peer review?

Peer review at F1000Research is an author-driven process: authors are best placed to know who the experts are in their field, and they suggest the reviewers for their articles (following certain criteria). Under rare circumstances, authors may have difficulties securing 2 or more reviewers for their article; there can

be a number of different reasons, including, for example that a limited pool of expert reviewers who could review a niche topic has been exhausted.

Authors whose articles have 0 reports after 6 months, or only 1 report after 9 months, may choose to discontinue the peer review – in consultation with the F1000Research team. When we stop inviting reviewers, a notice is added to the Open Peer Review box at the top of the article page to alert readers that we are not expecting any (further) peer review reports, at least for the time being.

It is important to note that articles with 0 or only 1 peer review report are not indexed in PubMed and other bibliographic databases; if peer review is stopped, the article's status can be considered equivalent to a preprint. **If authors notify the editorial team** at **research@f1000.com**, they are free to submit the paper to another journal. It is important to note that if the authors do so, it is entirely at the discretion of the other journal's editors how they consider the history of the article in F1000Research.

Open peer review – how does this work at F1000Research?

Does open peer review mean that everyone can see the reviewers' names and comments?

Yes – we name our reviewers and publish their reports alongside the article. Everyone visiting an article page or viewing its PDF can see all peer review reports, reviewer names, and comments.

Why does F1000Research publish the peer review reports?

There are many good reasons for being open about reviewer identities and comments.

First: We believe that secret peer review, where authors don't know who has reviewed their work and reviewers don't have to publicly stand by their comments, opens up the possibility – perhaps the inevitability – of bias. Reviewers who review work that competes with their own may be tempted to unfairly criticize or delay its publication.

Second: Peer review reports can be interesting and informative and we believe that everyone should have a chance to see them. At their best, they offer an objective critique that adds real value to the article in question for authors and readers alike. It is also interesting to see the range of reviews some papers receive – positive, negative and neutral – which often reflects the real breadth of expert opinion in controversial and cutting-edge areas of science.

Third: If peer review reports are kept secret, reviewers get no credit for their contributions. They devote an immense amount of time and effort to reviewing other scientists' work and advising them on how to improve it, and it is fair that this should be recognized and acknowledged.

And finally, publicly accessible, signed reports tend to be better written and more constructive than anonymous, behind-the-scenes reviews – this has also been shown in **randomized controlled trials**. So the act of publishing the reports actually improves the quality of the advice the authors receive.

What if a reviewer says something negative about my article and everyone can see it?

Constructive criticism is a core part of a reviewer's job, so peer review reports often contain suggestions for improvements or insights into a paper's weaknesses. Our reviewers' reports are no different in this regard. What does make F1000Research different is that you can respond to your reviewers, to clarify and explain. And if a reviewer points out errors or omissions in your paper, or suggests ways to improve it, you can publish a revised version that addresses these issues. The great thing about F1000Research is that you can also see other people's reviews, and you'll notice that constructive criticism is common in many peer review reports.

What happens to papers that only receive negative reviews?

The standard for F1000Research is to publish "sound science". We carry out a set of in-house checks on all article submissions, and those that we and our advisors consider to be not sound science are not accepted for publication. As experts in the field, the reviewers have the deepest understanding of the material presented in a paper and they might still judge a published article to not be sound science, or to require significant changes before it can be considered sound. Consequently, on rare occasions, some published papers may be unanimously negatively reviewed.

However, we do encourage authors to submit a revised version of their article that addresses the reviewers' criticisms. If authors feel that a reviewer has been unfairly negative about their work, they can also request a new reviewer on either the original version or any revised version of their article. If the authors feel that multiple reviewers have been unfairly negative they should contact **research@f1000.com** to discuss their concerns, to ensure that the peer review process remains unbiased.

Who selects the reviewers for articles?

Reviewers are formally invited by F1000Research (as is the case with most other journals). They are selected based on suggestions from the authors, and their suitability as a reviewer for the article is checked before they are invited to contribute a report. Prospective reviewers who have collaborated or are currently collaborating with any of the authors are not eligible to review the article in question. Reviewers are also asked to declare any competing interests.

Posters and slides are not peer reviewed.

How can I become a reviewer for F1000Research?

We would love to hear from you. Please contact our editorial office at **research@f1000.com** and let us know you are interested in reviewing for us. Please remember to attach a copy of your CV, and let us know if there is a particular article you would like to be considered for. Ultimately, it is up to the authors whether they would like you to review their article.

Reviewers receive 20% off the article processing charge for one article if submitted and published in the 12 months following submission of their peer review report.

Why do I have to suggest reviewers for my article?

F1000Research has no academic editors who make decisions to accept or reject articles or identify suitable reviewers. Instead, our peer-review process is led by the authors, who are responsible for suggesting reviewers for their article. Authors are best placed to identify those in their field who have the knowledge needed to review their article whilst meeting our reviewing criteria. We have written a set of **tips for authors** covering ways of finding suitable reviewers for their article, and in addition, we have created Reviewer Finder Tool, which can be accessed via a link next to submitted or published articles in their **My Research**.

My article is already published – why am I being asked for more reviewers?

We ask authors to provide the names and details of at least 5 suitable reviewers before publication. Like traditional journals, we find that it is sometimes necessary to invite more than 5 reviewers (sometimes many more) until enough reviewers have agreed to review the article.

We will continue to contact authors for reviewer suggestions until at least 2 peer review reports have been published.

Who contacts the reviewers?

The F1000Research team administers the peer-review process on behalf of the authors. We contact the reviewers, who have been suggested by the authors, and assist them during the peer review. We ask that authors do not contact the reviewers directly as this can influence the objectivity of their reviews.

Can an F1000Research editor review my article?

F1000Research's model is built on full transparency and is set up to avoid editorial bias. Unlike traditional journals, F1000Research has no academic editors or editorial board members who make decisions on whether or not to publish a paper, and all peer review reports are made public. Consequently, there are no editors who can provide "internal" peer review instead of the formal peer review by external reviewers.

How do I know if an article has passed peer review?

The peer review status of an article is clearly indicated at all stages:

- Immediately on publication, and until the first peer review report is published, the article is labelled as **AWAITING PEER REVIEW** – as part of the article title and in the Open Peer Review summary box within the article HTML and PDF.
- As soon as a peer review report is published alongside the article, the current approval status is displayed. As additional reports are received, the **approval status** is updated.
- Once an article receives two **'Approved'** statuses, or two **'Approved with Reservations'** statuses and one 'Approved' status, it will be **indexed in various bibliographic databases**.

Can I promote my article before it has been peer reviewed?

Please avoid promoting articles in the media until the article has passed the open peer review process. Promotion on social media is encouraged once the article has been published; please ensure the full citation is included, as this contains the approval status. F1000Research should be cited as the source of these articles with a link to the article.

Who can comment on my work?

We encourage unsolicited open scientific discussion on all articles. Such contributions are published through our Comment system, and **according to our policies** anyone who wishes to comment on an article will be asked to declare any competing interests, along with their full name and affiliation.

While we welcome open scientific debate and discussion, we will not tolerate abusive behavior towards our authors and reviewers via our Comment system or via social media. In extreme cases we will consider contacting the affiliated institution to report the abusive behavior of individuals.

Peer review of Faculty Reviews

Why does peer review of Faculty Reviews take place before publication?

Faculty Reviews are published as an editorial service to our readers. They are commissioned from, and written by, the prestigious Members of **Faculty Opinions**, usually at the suggestion of **Faculty Opinions Section Heads**, who ensure authoritative coverage of the latest advances in their areas. By seeking the input of expert peer reviewers before publication, the authors can revise and improve their review in collaboration with the reviewers and we can therefore ensure that the final published version is as comprehensive and accessible as possible and hence a useful resource to the research community.

Why are the peer review reports not available?

Faculty Reviews have undergone (often extensive) revisions and editing before publication, and the reviewers' comments have usually been incorporated in the final, published review. The reviewers' comments on earlier versions of the review do not provide any additional useful information for readers and the reviewers' reports are therefore not published. By publishing the names and affiliations of the reviewers, readers can see whose expertise contributed to the review.

Indexing of articles

Where will my article be indexed?

Articles will appear in **Google Scholar**. Once an article passes peer review (i.e. it has received at least two Approved peer review reports, or one Approved plus two Approved with Reservations reviews), it will be indexed in **PubMed**, **PubMed Central**, **MEDLINE**, **Europe PMC**, **Scopus**, **Chemical Abstracts Service**, **British Library**, **CrossRef**, **DOAJ**, and **Embase**.

What is F1000Research's backup/archiving strategy for articles?

All articles that pass peer review are archived in PubMed Central and the British Library; all our articles at any stage of peer review are also indexed by **Portico**. Data and code associated with articles are only stored in repositories that we have approved based on (among other things) their archiving policies.

Why did your indexing requirements change at the start of 2013?

From July 2012 until January 2013, F1000Research was still in beta, and we were testing our systems and assumptions. During this period, an article required any two of Approved or Approved with Reservations peer review reports to be indexed. When we formally launched at the start of 2013, we decided (together with our indexers) to raise the bar and require either two Approved or one Approved plus two Approved with Reservations reviews. So our rules changed, but we could not "un-index" the papers that had already met our previous indexing requirements. We have encouraged the authors of these beta-period papers to revise their work to meet the new standards.

What does the term "indexed" mean?

Articles that pass peer review are indexed in various bibliographic databases (see "Where will my article be

indexed?" above). Until September 2015, the peer review status (appended to the article title) automatically changed to the word "indexed" once an article attained the peer review requirements set by those databases (namely, two "approved" statuses, or one "approved" and two "approved with reservations"). Since September 2015, the term "indexed" has not been used and the actual reviewer approval statuses attained are listed.

What is F1000Research's Impact Factor?

F1000Research is a publishing platform and not a journal – we have no academic editors making acceptance/rejection decisions following peer review. We also have no article type restrictions and strongly encourage the publication of small studies, negative/null findings, data and software articles, case reports etc, as well as more typical research articles. We are not indexed in **Web of Science** who administer the **impact factor**, so currently we do not have an impact factor. Although this measure is widely used in the research community, we believe that individual research articles are best assessed at the article level and not the journal level. We provide a range of **article-level metrics** to help you assess the impact of individual papers.

What article-level metrics are available?

Individual articles will display article-level metrics as and when applicable, such as **Altmetrics**; **Scopus** and **PubMed** citations for articles that have passed peer review; and the number of views and PDF downloads on F1000Research and in PubMed Central.

Article processing charges

Do you charge extra article fees for large numbers of figures, or color figures?

F1000Research articles are published online only and there are no limits to the number of figures (including color figures) and tables that can be included. The article processing charge is purely based on the number of words in the main body of the article (i.e. excluding title, abstract, figure and data legends, and references). A full list of our fees is available **here**.

Will I be charged for submitting subsequent versions of my article?

We want to encourage our authors to revise their papers in response to the reviewers' suggestions so all **revised versions** are published free of charge. We charge a small article processing charge (as of May 2019) for updated versions in order to add small developments or new information to help cover the associated editorial costs.

Do you offer article processing charge (APC) discounts for scientists from low-income countries?

We fully support the **HINARI/AGORA Access to Research in Health Programme**. For articles presenting original research a full waiver is given to authors whose main funder is in the HINARI Group A countries, and a 50% discount to authors whose main funder is in the Group B countries. If no formal funding was received, the country of origin of the majority of authors' institutions will be taken as the source country. If there is no majority country, the primary affiliation country of the corresponding author will determine waiver eligibility.

Do you offer an APC refund if my article is not indexed or no one agrees to review it?

No; if your article has received negative feedback from the reviewers, it is still published and we encourage you to submit a new version that addresses the reviewers' concerns. You may also suggest new reviewers if you would like an additional opinion on your article.

Similarly, if several, or sometimes many, reviewers have declined to review your article, it remains published and we urge you to suggest more reviewers following our **tips for finding reviewers**. If you have received feedback from one reviewer, or have additional data or results, publishing a new version of your article may also improve your chances of securing reviewers.

Although we understand that it is disappointing to receive no reviewer comments or negative feedback on an article, we cannot offer you a refund as we have committed time and resources to publishing your paper, and supporting you during the review process.

Details of what the APC covers can be found **here**.

Source data in articles

Why do I have to deposit all the underlying data associated with my article in a repository?

We ask you to deposit your data with an approved repository so that other researchers can analyze and use it, and so they can try to reproduce your results. If the original datasets are not available for review, other scientists have to assume that the data were collected and the analyses done correctly, and that the stated results and conclusions therefore are correct.

Increasingly, major funders and others are making it clear that the underlying data behind research studies should be made available: See the UK Royal Society Report on **Science as an Open Enterprise**, the US Office of Science and Technology Policy (OSTP) on **Expanding Public Access to the Results of Publicly Funded Research**, and the European Commission statement on **Scientific Data: open access to research results will boost Europe's innovation capacity**.

Which repositories do you accept for hosting of my data?

If there is a subject-specific repository for the type of data you are submitting, such as PDB for protein structures, we ask that you deposit the data there. For more information about providing, preparing and hosting of data, please see our **data preparation guidelines**. For anything else, please **contact us** to discuss data submission.

What kind of license do you recommend for my data?

We recommend the use of the **CC0 (Creative Commons Public Domain Dedication)** license for any datasets associated with articles submitted to F1000Research.

Do I have to provide my data if there is a patient- or security-sensitive information in it?

If the data genuinely cannot be anonymized adequately to address all security or patient confidentiality issues (for example, using the **HIPAA Privacy Rule's De-Identification Standard**), then it can usually be stored in an access-controlled database; in such cases, we require that all researchers who meet the necessary criteria be given access to review the data on request.

How much data do I have to provide with my article?

There is no easy answer to this question; it all depends on the types of experiments involved. The overarching rule is that there should be enough data provided that another researcher could reanalyse and/or try to reproduce it. If you are unsure, please contact the editorial team and we will provide some guidance.

Publishing posters and slides in F1000Research

How can I publish a poster or slideset?

F1000Research only offers the publication of academic posters and slides within gateways and collections (as of December 2019). If you would like to create a collection or gateway for the hosting of your community's posters and slides then please **contact us**.

Will depositing my poster or slides affect my ability to subsequently publish a paper?

A comprehensive database of current self-archiving policies for journals and publishers can be found at **SHERPA-RoMEO**, which summarizes where research that hasn't been peer reviewed can be deposited, and any conditions that are attached to that deposit. If you are unsure about the journal you plan to subsequently submit your work to then we strongly recommend that you contact the journal(s) asking for their views prior to submission of your poster or slide deck.

Can I submit my poster or slide if the work has already been published as a journal article?

You can deposit posters and slides that relate to papers submitted to, or already published in, a journal, but you cannot submit an article that has already been published.

Please bear in mind, however, that you may have assigned the copyright for figures and tables that were also used in the paper to the publishers. If so, you should ensure that you have permission from the journal to reuse those figures/tables before you submit the poster or slide to F1000Research.

Can I upload a poster or slide deck that's already on Figshare or Slideshare?

Yes, you can share your poster or slides on multiple sites. You will end up with multiple DOIs for your content if you use both Figshare and F1000Research, but the DOI generated by F1000Research will only point to your poster or slides on our site.

Can the abstract in my poster or slides on F1000Research be the same as the meeting abstract at the conference?

Many societies hold the copyright of the conference abstracts, so they can be published in their journals. We therefore ask that you do not use the abstract you submitted to avoid any possible copyright infringement, but instead write a short separate summary that can be published alongside your poster or slides on F1000Research.

The work presented in posters and slides is often very preliminary; will users be aware of this?

All posters and slides on F1000Research are clearly labelled that they are not peer reviewed.

Why do some posters and slides look different and don't have a DOI?

In July 2015, F1000Posters, which used to be a separate repository for posters and slides, was **incorporated into F1000Research**. Posters and slides published before this date are now available via the F1000Research site; these files were protected and watermarked, and they did not receive a DOI. Subsequent to this date, all new submissions are initially published without a DOI, and only receive one once they have passed a quick internal editorial check.

What stops someone scooping work from posters and slides in F1000Research?

Posters and slides on F1000Research will receive a unique permanent identifier (DOI) and are date-stamped, so by submitting the work, you will be able to show priority. If you are ready to publish it formally then you can of course convert it into a short article and have it published and then transparently peer reviewed on F1000Research.

Under what license are posters and slides published?

Most posters and slides are published under a **CC BY** license, but other CC licenses may apply, as indicated on each research output's published page under the image.

How to cite articles, other research outputs, datasets and peer review reports

How do I cite an article published on F1000Research?

We have adapted the traditional system of article citation to include two additional elements - the article version number and the number of peer review reports that have received 'Approved', 'Approved with Reservations' or 'Not Approved' statuses. This information is placed in square brackets immediately after the article title to avoid it being accidentally removed on copying. All articles are assigned a DOI (digital object identifier). An article should be cited like this:

Authors. Article title [version number; details of peer review status]. *F1000Research* YEAR, volume:publication number (doi)

The full citation for an article can be obtained by clicking the **'Cite'** button on the article page.

How do I cite a poster, slides or document?

Each poster and slide published from July 2015 has its own DOI (digital object identifier) and can be cited using this DOI. The full citation can be obtained by clicking the **'Cite'** button on the poster, slide or document page. They should be cited like this:

Authors. Poster title. *F1000Research* YEAR, volume:publication number (poster) (doi)
Authors. Slides title. *F1000Research* YEAR, volume:publication number (slides) (doi)
Authors. Document title. *F1000Research* YEAR, volume:publication number (document) (doi)

How can a peer review report be cited?

All peer review reports associated with F1000Research articles are assigned a DOI (digital object identifier) on publication. This means that they can be cited independently from the article. The full citation for a peer review report can be obtained by clicking the Cite button next to the peer review report. The correct format for a peer review report citation is:

Reviewer name(s). Peer Review Report For: Article title [version number; details of peer review status]. *F1000Research* YEAR, volume:publication number (doi)

How can I cite a dataset?

Source datasets associated with F1000Research articles are deposited in repositories that meet **certain criteria**. Articles include a **"Data Availability"** section outlining where the source data can be found, including the permanent identifier the dataset(s) have been assigned by the repository and a reference with details of how to cite the dataset(s).

Historically, datasets were published by F1000Research. In such cases, the citation for a dataset can be obtained by clicking the **'Cite'** button next to the dataset within the article.

Licenses and copyright

F1000Research is Open Access; which licenses are used for publishing?

F1000Research articles are usually published under a CC-BY license, which permits unrestricted use, distribution, and reproduction in any medium, provided the original work is properly cited, and leaves the copyright of the article with the current copyright holder (usually the author or their institution). Additional waivers are used for some governmental employees, as appropriate. As the specific version of the CC-BY license applied may change due to periodic updates, the copyright information is shown below the abstract.

Most posters, slides and documents are also published under a CC BY license, but other CC licenses may apply, as indicated on each research output's published page under the image.

What licenses are used for peer review reports?

All peer review reports for articles on F1000Research are published under a CC-BY license, permitting unrestricted use, distribution, and reproduction in any medium, provided the original work is properly cited. The copyright remains with the current copyright holder (usually the reviewers or their institution). To ensure that copyright and licensing information is accurate, each peer review report has a **'Copyright information'** section published alongside it.

Expanding your ORCID profile

How do I add my article to my ORCID profile?

F1000Research supports the **ORCID** initiative, which provides every researcher with a unique digital identifier. We are keen to see it adopted on a wider scale and we encourage the use of ORCID IDs amongst our authors. Submitting authors are required to connect their ORCID iD at the point of submission and when the work is published, all co-authors are sent a link by email that allows them to connect their iD and add the article to their ORCID profile. Additionally, any registered user can connect their iD at any time, via the **My pages**.

Can I add my peer review report to my ORCID profile?

We have been working with **ORCID** and **CASRAI** so that peer review reports can be integrated into ORCID profiles, enabling reviewers to receive full credit for the input they've provided. When your peer review report is published, you will be sent a link via email that will enable you to easily add this report to your ORCID profile.

Will my ORCID profile auto-update?

Yes, once you have connected your iD to F1000Research, all work that is published with you named as an author, whether an article or a peer review report, will automatically be added to your ORCID account.

For more information:
Please contact: **research@f1000.com**