

Deposit publications to Adelaide Research & Scholarship

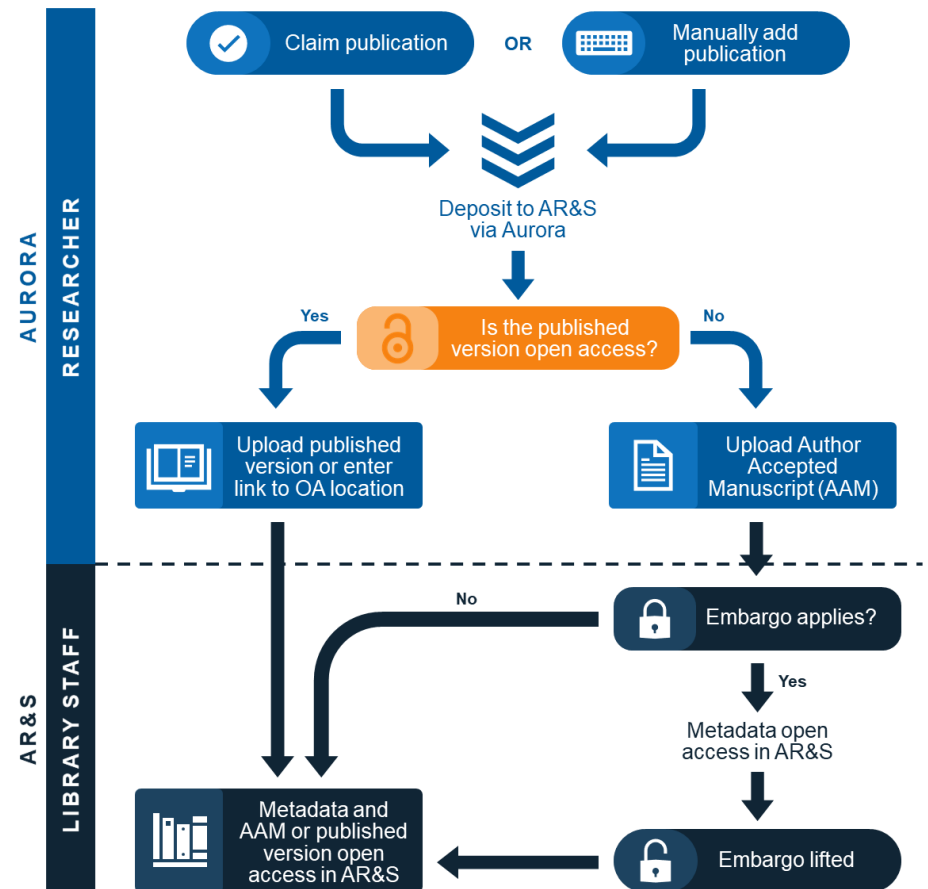
By depositing to [Adelaide Research & Scholarship](#) (AR&S) you make your research output publicly available, increasing discoverability and visibility of your research.

Certain outputs must be deposited to AR&S to comply with the [University of Adelaide Open Access Policy](#). Making your research open access in AR&S can also be a pathway to fulfilling grant funder open access requirements. See the Library's [Publishing Open Access](#) page for guidance.

Research outputs that cannot be made publicly available, such as for privacy or confidentiality reasons, must not be uploaded to Aurora or deposited to AR&S.

Once you have claimed or manually entered your publication record in Aurora, you can deposit your research output to AR&S.

If the research was funded by an external body, ensure the **Funding acknowledgements** field includes funder, grant ID and any other project details required by the funder before depositing. You can also link the publication record to the associated grant funding record in Aurora.



Depositing Publications

In Aurora, click on the title of the publication to open the record. Select **Deposit**. You can also **Deposit** from your publications list.

You must only deposit files that can be made publicly available, whether subject to an embargo or not. Refer to **Deposit advice** in Aurora and the [Adelaide Research & Scholarship Repository Submission Guidelines](#) for further guidance as contracts or agreements with the publisher will determine which version of a publication may be made publicly available or if embargoes apply.

1. Prepare deposit (step 1 of 3)

The screenshot shows a form with two tabs: 'Upload a file' (active) and 'Add OA location'. Under 'Upload a file', there is a section 'Choose a file from your local machine:'. It includes a 'Choose file:' label, a 'Browse...' button, and the text 'No file selected.'. Below that is a 'File version:' dropdown menu with '[None]' selected. At the bottom of the form, there are two buttons: 'Deposit Without Files' (a blue link) and 'Use this file' (a grey button with a dashed border).

[Leave without depositing](#)

Repository

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This publication does not exist in the Adelaide Research & Scholarship repository.

DEPOSIT

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Deposit publication: An Ethics Framework

You are about to deposit this journal article to Adelaide Research & Scholarship

Deposit advice

Institutional advice

SHERPA RoMEO advice

From here you can either **Upload a file** or **Add OA (open access) location**

When uploading a file, if your publication was published open access, you may upload the **Published version**. Otherwise, upload the **Accepted version** (Author Accepted Manuscript). If an embargo applies the file will be restricted in AR&S and only made accessible by the Library once the embargo period ends.

Select the appropriate **File version**.

You may choose **Deposit Without Files** to deposit only the details of the publication (metadata) to AR&S. If the details cannot be made public, do not deposit to AR&S and consider making the publication private in Aurora to prevent the publication appearing on your Researcher Profile. Please refer to the **Managing privacy settings** guide for further support.

Choose a **Reuse licence**:

- If you have applied an open access licence to the published or accepted version of the output, select this from the list
- Otherwise, select from the other options as applicable

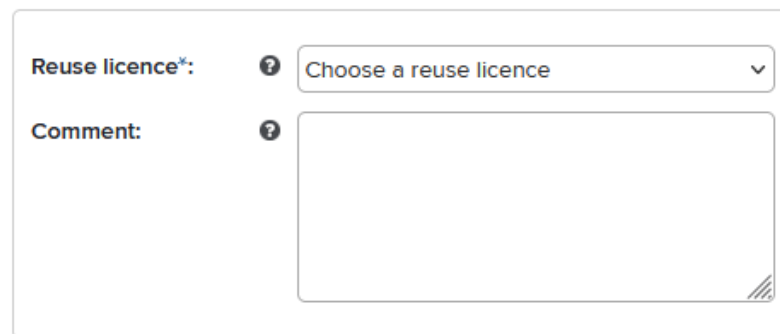
If you included a rights retention statement when you submitted your manuscript to the publisher, add "Rights Retention Statement in Manuscript" to the **Comment** field.

If your publication is included in the University's Open Access Policy, you may be prompted to deposit your publication automatically after claiming it. If you do not want to deposit immediately, you can choose the **Skip this step**, then follow the directions above to deposit later.

Once you have completed your deposit, the Library will review your output before making it publicly available in AR&S, subject to any embargo periods. The status will appear on the detailed view of your publication and will change depending on its progress through the process:

- **Deposited (Not live)** – your publication is still under review and has not yet been made available in AR&S.
- **Live** – your publication has been accepted and made available in AR&S. Files will be restricted in AR&S if an embargo period applies.

2. Add additional information (step 2 of 3)



The screenshot shows a form titled "2. Add additional information (step 2 of 3)". It contains two main fields:

- Reuse licence*:** A dropdown menu with a question mark icon to its left. The current selection is "Choose a reuse licence" with a downward arrow on the right.
- Comment:** A large text area with a question mark icon to its left. The area is currently empty.