

Guide for Open Access



What is Réflexion?

Réflexion is HEC Montréal's institutional repository.

- The product of collaboration between the Research and Knowledge Transfer Office and the Library, Réflexion is the open access portal to HEC's scientific production.
- Réflexion was also designed to ensure that all journal articles resulting from research funded in whole or in part by granting agencies are made freely available online within twelve months of their publication, per granting agencies requirements.
 - These requirements took effect on January 1, 2008 for research funded by the Canadian Institutes of Health Research (CIHR); on May 1, 2015 for research funded by the Social Sciences and Humanities Research Council of Canada (SSHRC) and the Natural Sciences and Engineering Research Council of Canada (NSERC); and on April 1, 2019 for research funded by the Fonds de recherche du Québec (FRQ).
- Réflexion aims to make HEC Montréal's scientific publications available in the most exhaustive way. This institutional repository is designed to become a true showcase of our knowledge.

Who can record publications in ZoneRecherche to be listed in the Réflexion repository?

- For publications to be listed in the repository, they must be recorded in ZoneRecherche.
- All HEC Montréal researchers and members of their research teams (or a delegated person) can record their publications in ZoneRecherche so that it can be listed in the repository.

What types of publications can be listed in the repository?

- Journal articles
- Edited books
- Chapters in book
- Working papers
- Theses and dissertations

Which publications are prioritized for open access?

- New publications recorded in ZoneRecherche that are subject to open access requirements;
- Once these publications have been processed, the library will process publications recorded in ZoneRecherche prior to the launch of Réflexion (starting with the most recent publications that must be available in open access);
- Theses and dissertations will be automatically deposited in the repository.

Which version of the publications must be listed?

- If the publication is available in open access on the publisher's website, that version will be listed.
- In other cases, the preferred document is the post-print version of the publication (the accepted peer reviewed full text without final formatting). That version includes all modifications resulting from the peer review process, before being formatted by the journal.
- The library will ensure that the post-print version is compliant with the journal's editorial policy on open access. If the post-print version is not authorized, or if the journal does not authorize open access of the publication, the library will contact the author.

Does listing publications in Réflexion complies with open access requirements of granting agencies?

- Réflexion is HEC Montréal's institutional repository that meets the requirements of granting agencies while respecting publishers' embargo period.
- However, it is the researchers' responsibility to publish their articles in journals that comply with the applicable open access requirements.

How can I make a publication listed in the repository?

To list a publication (new or already registered in ZoneRecherche) into the repository the following information must be entered in ZoneRecherche:

Does this journal article stem from a funded research project?*

A funded research project is a project for which there is at least one HEC Montréal researcher on the official documentation detailing the funding (notice of award/agreement).

*If you answer "yes", please indicate the corresponding project(s).

Is the publication related to a research infrastructure funded by the FRQ for which at least one HEC Montréal author is a member?*

Clarification from FRQ: Members of research teams, networks, clusters, centres and institutes funded by the FRQ must make their peer-reviewed journal articles freely available through open access no later than 12 months after publication if:

- funds were used by a member to accomplish, in part or entirely, the research related to the publication;
- OR
- the publication aligns with the objectives of the team, network, cluster, centre or institute (these publications are normally included in performance reports of these infrastructures).

FRQ infrastructure program includes:

- FRQSC: Strategic Clusters, Research Team Support
- FRQNT: Innovation Networks, Research Institutes, Strategic Clusters, Partnerships for Innovation
- FRQS: Research Centres, Réseaux thématiques, Strategic Clusters

*If you answer yes, please link the infrastructure project (project title is also the name of the research unit).

Linked project(s)

Please link the corresponding project(s).

You can only select projects for which you are a researcher. If you cannot find a project for which you are the principal investigator or co-investigator, please contact activites.recherche@hec.ca

When you link a publication to a funded project, the publication's open access compliance requirements automatically appears when applicable. The applicability date is used only for infrastructures and research units existing prior to publication open access policies requirements.

Was a payment made for open access for this article?*

Publishers may charge various fees. A distinction should be made between fees for article submission, expedited review, rapid online publication, and open access. This question refers only to the payment for open access.

*If you answer "yes", please attach the proof of payment (receipt or email).

Publication full text

Please attach the post-print version of your publication (accepted peer reviewed full text without final journal formatting).

The library will ensure compliance with the publisher's editorial policy on open access for posting the adequate publication's version in the institutional repository Réflexion. The library will contact you if necessary to obtain the required document. If the publisher allows the final version, the library can retrieve it directly from the publisher's web site.

Link to ZoneRecherche: zonerecherche.hec.ca

Link to the Réflexion repository: reflexion.hec.ca

For more information: libreaccés@hec.ca