Data Supporting Publication Deposit Workflow

**Article Workflow**

1. Article preparation commences
2. Article writing in progress
3. Article manuscript submitted incorporating
   - links to data using DOI
   - funder acknowledgement
   - data access statement

**Research complete**

**Data Workflow**

1. Supporting data & documentation prepared
2. Datasets finalised with related metadata & documentation
3. Open peer review?
   - Yes
     - Deposit data
       - No Embargo
       - Add licence*1
     - Deposit Data
       - Add Embargo*1
     - Add licence*1
   - No
     - Request DOI?
       - No
         - No
       - Yes
         - DOI assigned

**Deposit Data**

**Step 1** Prepare Data

**Step 2** Deposit Data

**Step 3** Publish Data

1. Article accepted!
2. Article submitted to ePrints Soton (within 3 months acceptance)
3. Add Link to data record
4. Article online
5. Article published

*1 Add embargo – it is recommended not to add a specific date unless you do not require a DOI.
*2 Add licence – it is recommended to add a licence to the data to make it clear what re-use can be made. For further advice on licences or other aspects of data deposit contact ResearchData@soton.ac.uk.