Data sharing: understanding our open data policy

- Submitting your article to a Taylor & Francis, Routledge or Cogent OA journal
- A data set is associated with your paper

The example below shows the steps you’ll need to follow for journals with an open data policy:

1. **Choose a journal you want to submit your paper to**
2. **Check the data sharing policy in the journal's Instructions for Authors**
3. **The journal has an open data policy. Data sharing is mandated for this journal.**
4. **Check: has the data been deposited in a repository?**
   - Yes: Proceed to step 5.
   - No: Proceed to step 6.
5. **Pause your submission and upload data into a suitable repository**
6. **Check: is data freely available under a CCBY, CC0 or equivalent license?**
   - Yes: Proceed to step 7.
   - No: Proceed to step 8.
7. **Pause your submission and make the data open under an appropriate license**
8. **Provide the DOI, reserved DOI, or other persistent identifier in the peer review system when prompted**
9. **Finalize your submission and, when you’re ready, submit your paper**
10. **Ensure associated data sets have been cited in the body of the paper and the reference list**
11. **Ensure you include a data availability statement with your submission**
12. **Read guidance on citing data**
13. **Data availability statement templates are available on Author Services**
14. **Pause your submission and make the data open under an appropriate license**

Find out more at: bit.ly/sharing-research-data

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