

## ARTICLE PROCESSING CHARGES THROUGH ONOS-INFLIBNET

### A STEP-BY-STEP GUIDE FOR AUTHORS

#### 6-STEP AUTHOR APPLICATION PROCESS

#### 1 CHECK ELIGIBILITY



- Check Eligibility or current checklist for application.
- Check no document: the documents ANC AS Support Application processes.



Refer APC Support Section for detailed instructions and support.

#### 2 REGISTER / LOGIN TO ONOS



- Visit ONOS website using the available link.
- Click on "New Registration" if you are a new user.
- Log in using registered email ID.
- Complete profile setup (if required).



For any registration issues, contact ONOS support.

#### 3 GO TO APC SUPPORT SECTION



- After login, go to "APC Support" section from the dashboard.
- Click on "APC Support Section".



Read instructions carefully before proceeding.

#### 4 FILL APC APPLICATION FORM



- Enter article details (title, author, journal, publisher, etc.).
- Enter all required information in the application form.
- Ensure all details are accurate and complete before proceeding.



All fields are mandatory.

#### 5 UPLOAD REQUIRED DOCUMENTS



- Upload scanned copies of required documents such as invoice, proof of payment, article acceptance letter, etc.
- Ensure documents are clear and in PDF format.



Check for document format & size.

#### 6 REVIEW & SUBMIT APPLICATION



- Review all details carefully.
- Confirm all information and documents are correct.
- Click on "Submit Application".



After submission, you will receive a confirmation.

#### 4-STEP APPLICATION PROCESS FLOW (by IO/RC)

#### 1 Application Verification by ONOS



- ONOS team will verify the application, documents and eligibility.
- If any clarification is required, the applicant will be notified through email / portal.

You can track status in "My Applications" section.

#### 2 Approval



- Once approved, the application status will be updated.
- Approval letter will be issued.

Validity details and further instructions will be provided.

#### 3 Payment of APC by ONOS



- ONOS will make the payment of APC directly to the publisher on behalf of the corresponding author.

Payment will be as per ONOS policy and caps.

#### 4 Publication & Acknowledgement



- After publication, ensure the article acknowledgements ONOS supports as per guidelines.
- Comply with ONOS terms & conditions.

Keep the published article accessible (Open Access).

#### CONTACT DETAILS FOR ANY ARTICLE PUBLISHING CHARGES / APC SUPPORT RELATED QUERIES



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