# Make your own paper plane

1

1

2

2

4    3    4

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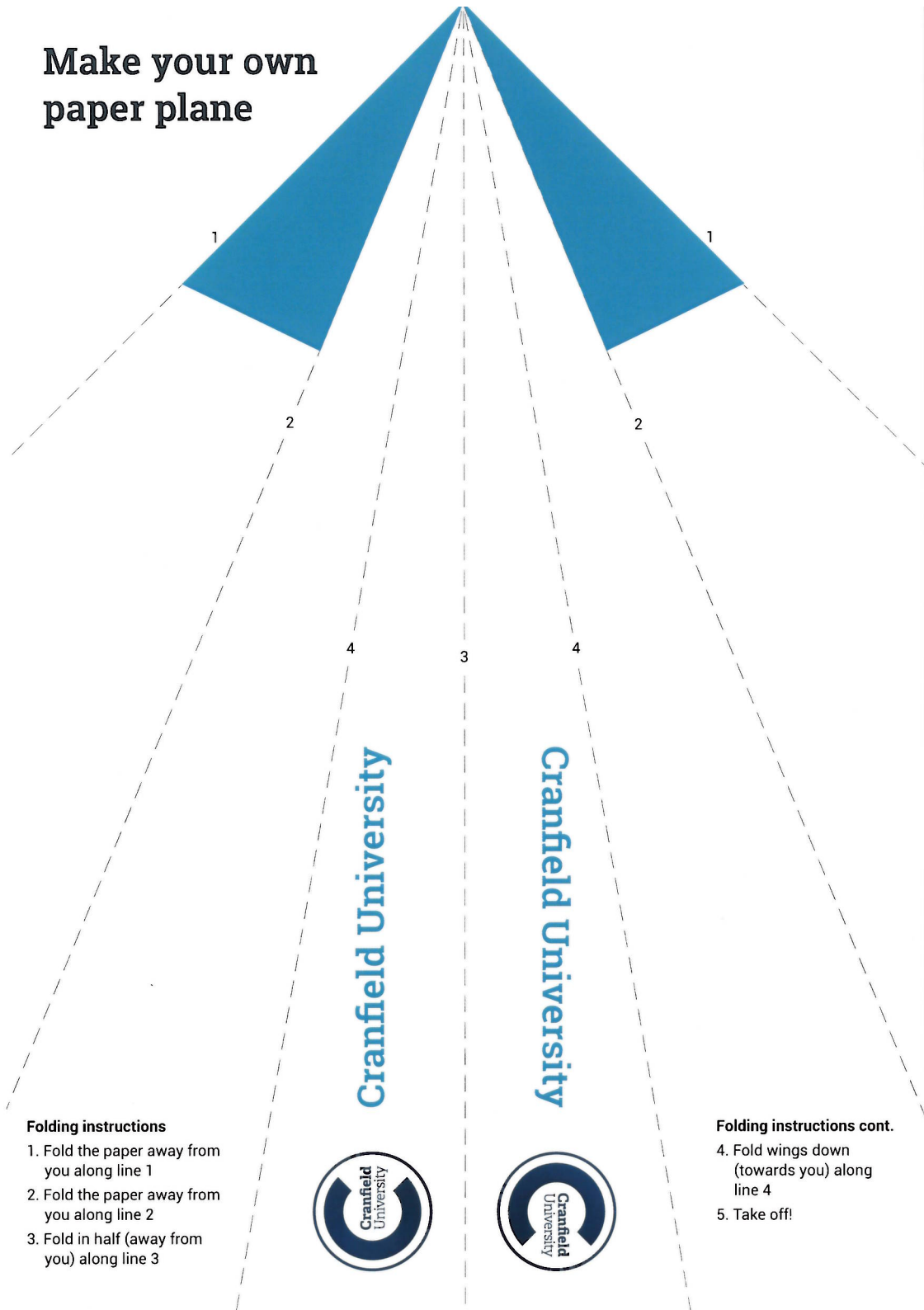
**Folding instructions**

1. Fold the paper away from you along line 1

2. Fold the paper away from you along line 2

3. Fold in half (away from you) along line 3

**Folding instructions cont.**

4. Fold wings down (towards you) along line 4

5. Take off!

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# Writing journal articles?

## Open access and research data management – what you need to know

When all you want is to get your research published, understanding how to comply with your funder and Research Excellence Framework (REF) publishing policies can be overwhelming. There are six key steps you need to take:

**1** Choose **where to publish** with the Library's advice or using SHERPA tools, to ensure the option is compliant with funders and REF.

**2** **Acknowledge funders** in our recommended format.

**3** **Link to your published research data**, or if it can't be published, explain why.

**4** Send your publisher acceptance email to accepted@cranfield.ac.uk to have your paper **compliance checked** and added to your web profile.

**5** Check with the Library to see whether we can help you pay your **article processing charge (APC)**.

**6** For REF eligibility, **licence your article** "CC-BY" for gold open access or "CC-BY-NC" for green.

**For more detail, visit the "Simplifying paper compliance" page on the intranet:**

**intranet.cranfield.ac.uk/rltp/openaccess**

or talk to your Library or MIRC Information Specialist.

**Making your**      **article take off**