

## University Library of the University of Nova Gorica

### INSTRUCTIONS FOR SUBMITTING WORKS TO RUNG

The Resolution on the Scientific Research and Innovation Strategy of Slovenia 2030 (ReZrIS30)<sup>1</sup> obliges researchers to act in accordance with the principles of Open Science. Among other requirements, it stipulates that, within research co-funded by public funds at a level exceeding 50%, the **research organisation must ensure open access to all peer-reviewed scientific publications** (typology 1xx and 2xx) in electronic or print form, **as well as to research data** and other research outputs.

#### 1. Submission of peer-reviewed scientific publications

All peer-reviewed scientific publications (typology 1xx and 2xx) must be deposited in RUNG in electronic or print form (print works will be digitised). It is necessary to deposit either open-access published versions (Version of Record – VoR) or peer-reviewed manuscripts (Author Accepted Manuscript – AAM). The amended *Scientific Research and Innovation Activity Act* also includes the right to secondary publishing (used in exceptional cases when the publication on the publisher's website is not published in open access).<sup>2</sup>

The following applies:

- peer-reviewed scientific publications must be stored in open access in a **trusted repository**<sup>3</sup>,
- appropriate **copyright licences** consistent with the principles of open science must be selected<sup>4</sup>,
- **projects and funders** must be indicated in the publication and in the repository<sup>5</sup>,
- information on **publication costs** must be provided in the repository record<sup>6</sup>.

[The dCOBISS digital repository](#) is the national tool for monitoring and analysing open access to scientific publications and will be aligned with the [Open Science Monitor](#); therefore, libraries must enter some of the above-required data into dCOBISS. Until the UNG repository is aligned with dCOBISS, after depositing a work in the repository it is also necessary to send the completed form “**Form for Submitting Peer-reviewed Scientific Publications to RUNG**” to the email address [library@ung.si](mailto:library@ung.si).

<sup>1</sup>[Resolution on the Scientific Research and Innovation Strategy of Slovenia 2030 \(ReZrIS30\)](#), [National Intellectual Property Strategy until 2030](#), [Research Infrastructure Development Plan 2030](#), [Scientific Research and Innovation Activities Act \(ZZrID\)](#), [Personal Data Protection Act](#), [Access to Public Information Act](#), [Regulation on the Implementation of Scientific Research Work in Accordance with the Principles of Open Science \(Official Gazette of the RS, No. 39/25\)](#), [Action Plan for the Implementation of Measure 6.2: Open Science to Improve the Quality, Efficiency, and Responsiveness of Research under the Resolution on the Scientific Research and Innovation Strategy of Slovenia 2030](#), [Rules on the Conditions for Performing Public Library Service](#)

<sup>2</sup>In the case of publishing or making a copyrighted work publicly available in a public repository under the 6th and 7th paragraphs of Article 41 of the [Scientific Research and Innovation Activities Act \(ZZrID\)](#), either the AAM or the VoR may be deposited, even if the VoR is otherwise available only to subscribers on the publisher's website or as a digitized version of the printed publication. This option may be used only if:

1. the work originated within a project co-funded by Slovenian or EU public funds, and
2. the project funder is clearly indicated in the source itself.

Such a digital object is deposited in the repository in open access (without a licence).

Despite the right to secondary publishing granted in the 6th and 7th paragraphs of Article 41 of ZZrID, authors are advised to notify the publisher already when submitting the manuscript that the copyrighted work results from research co-funded by public resources. Therefore, in accordance with ZZrID, the Regulation on the Implementation of Scientific Research Work in Accordance with the Principles of Open Science, and funder requirements, they must ensure open access to research outputs. Consequently, they may transfer economic copyright to third parties (the publisher) only on a non-exclusive basis.

<sup>3</sup>[Criteria for defining trusted repositories and the ARIS list](#)

<sup>4</sup>Author licences consistent with open science principles include CC BY, CC BY-SA or equivalent licences. For monographs, authors may also use CC BY-NC, CC BY-ND or equivalent licences. Metadata must be publicly available under CC0 or CC BY. Where research data and other research outputs are subject to copyright, authors may use CC BY or CC BY-SA.

<sup>5</sup>Project information must be listed on the published work; otherwise, it must not be entered. If an author provides more projects and funders than are listed in the publication, they must request an update from the publisher. After a new version is published, the projects are recorded in RUNG and dCOBISS. If the project information contains an obvious error, the correct data may be entered. The author is advised to request a correction from the publisher. If a publication lists a very large number of projects/funders, at minimum the ARIS and EC projects must be recorded, as well as all projects in which the authors employed at Slovenian PROs participate.

<sup>6</sup>Only the publication fee is entered, not other costs (e.g., proofreading, typesetting). The recorded amount is the invoice value in EUR excluding VAT. If the invoice was paid in a foreign currency, the accounting office provides the executed payment amount in EUR. The data are entered by the library of the institution that covered the publication costs. If several Slovenian institutions shared the cost, each institution records its own contribution.

The form requires answers to the following questions:

- Does the publication rely on research data?<sup>7</sup>
- Does the publication rely on research data created at any Slovenian public research organisation (JRO)?<sup>8</sup>
- Are the research data published and assigned a PID (persistent identifier of a digital object, e.g. DOI, Handle, etc.)?<sup>9</sup>
- Which articles/monographs were produced on the basis of the research data?

## 2. Submission of research data

Authors must also publish in open access the research data and other research outputs (software, other types of digital research outputs) that were generated within research co-funded by public funds at a level of at least 50%.

Authors must:

- prepare a Research Data Management Plan (RDMP),
- prepare data in recommended formats (independent of software and computing platforms),
- pay special attention to the protection of personal data,
- since data must be reusable (FAIR principles), attach a text file (README.txt) containing information about the digital object – a basic description of the research data and the folder/file structure. The description should be understandable to experts in the same research field so that they can reuse the data without assistance from the authors.

**When depositing research data in RUNG, the following fields must be completed:**

- title of the research data in Slovenian or English;
- subtitle in Slovenian or English (e.g. *research data from the project; research data underlying the doctoral dissertation; research data underlying the article*, etc.);
- abstract in Slovenian or English;
- keywords in Slovenian or English;
- typology: 2.20;
- authorship (names of researchers who created/collected the data);
- year of creation/collection of the research data;
- licence: CC BY or CC BY-SA;
- information on funders and projects within which the research data were created/collected;
- data collection methods.

As Slovenian repositories are not yet aligned with dCOBISS, after depositing research data in RUNG it is also necessary to send the completed form “**Form for Submitting Research Data to RUNG**” to [library@ung.si](mailto:library@ung.si). If the research data are already stored in another repository (e.g. CLARIN.SI, Zenodo, Inspire-HEP, etc.), only the Form for Submitting Research Data to RUNG needs to be completed.

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<sup>7</sup>The definition of research data is not uniformly understood across disciplines. If data are cited or mentioned in an article (in the *Data Availability* section), this indicates that research data form the basis of the publication. Thought processes, literature reviews, and the use of secondary data (e.g., archival data, statistical data) are not considered research data. The Open Science Terminology Dictionary defines research data as “data obtained by various methods that serve to understand, verify, or confirm hypotheses, as well as to derive and present findings.”

<sup>8</sup>For this question, it is not important whether the data are published, nor whether they are being used for the first time or reused. What matters is that they were created within a public research organisation (PRO), which includes [public research institutes](#), universities, and independent higher education institutions established by the Republic of Slovenia.

<sup>9</sup>If the data are assigned a PID, they are published online. When entering this information for a record with typology 2.20, we must be aware that open access to research data is not mandatory, as data may be justifiably inaccessible (embargo, restricted access, permanently inaccessible). When entering this information for other types of works (excluding 2.20), it is important that the research data are referenced, described, or cited in the publication and **published independently**. An independent publication means that the data are deposited in a disciplinary or other repository and assigned their own PID. Typically, research data are listed in a dedicated section (e.g., *Data availability*) or cited among the references. Supplementary files (e.g., “Supplementary data”, “Supplementary file”), which share the same link and PID as the publication itself, are not considered published research data.