

# Terms and Conditions for the Use of the EconStor self-upload service

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The EconStor self-upload service is provided by the

ZBW – German Central Library for Economics – Leibniz Information Centre for Economics

Düsternbrooker Weg 120  
24105 Kiel, Germany

## Authorised representative

Prof. Dr. Klaus Tochtermann (Director of the ZBW)

## Supervisory authority

Ministry of Education, Science and Cultural Affairs of the German federal state of Schleswig-Holstein

## Turnover Tax ID

DE 811268087

## 1. Scope of application of these Terms and Conditions

The following terms and conditions shall govern the use of the EconStor self-upload service. The provision of publications for publishing on EconStor (self-upload) and the associated granting of a license related to the relevant publication shall be governed by a separate licensing agreement to be concluded in the scope of the upload procedure.

## 2. Registration and examination of the usage authorisation

2.1. Authors who would like to use the self-upload for EconStor will initially need to register and prove their affiliation with a scientific institution.

2.2 The author shall confirm that the data indicated by him/her in the scope of the registration is correct. The author shall notify the ZBW without delay of any change of the contact details and/or of the affiliation with the stated scientific institution.

2.3. After the registration, the ZBW shall examine whether the requirements for the active use of the self-upload are met; this shall, in particular, include the affiliation of the author with a scientific institution and at least a doctorate (or comparable title) obtained by the author. The assessment whether the admission criteria have been met shall be in the ZBW's sole discretion. If the requirements are met, the author shall be enabled to autonomously upload publications through the EconStor self-upload service. If the requirements for the use of the EconStor self-upload service are not met, the ZBW shall inform the author by email about the relevant reasons. The account and all data submitted shall then be deleted without delay.

2.4 The account may be blocked by the ZBW for cause. Such a cause may be, for example, the infringement of these Terms and Conditions or a statutory or official obligation imposed on the ZBW to block the account or another behaviour that gives rise to fears that the author will not comply with these Terms and Conditions or other statutory regulations, even in the future.

### **3. Account deletion**

Upon request, the ZBW may delete the account. However, this will not influence the licenses already granted in relation to uploaded publications until the time of the deletion.

### **4. Uploading of publications and plagiarism check**

Once activated by the ZBW, the account shall enable the author to upload his/her own publications intended to be published on EconStor. In the scope of the upload, the author will be required to confirm a separate licensing agreement that needs to be concluded in order to publish works on EconStor. That confirmation shall constitute an offer by the author directed to the ZBW regarding the conclusion of a license agreement related to the relevant work.

After the upload by the author, the ZBW will examine the work, in particular regarding whether it meets the criteria of EconStor. It shall be in the ZBW's sole discretion whether the relevant work will be published on EconStor.

The ZBW shall reserve the right to examine uploaded works by means of the plagiarism-checker software Docoloc. Subsequent to the plagiarism check, the documents will be deleted from the system of the provider of the plagiarism-checker software without delay; you can find further information in the data protection policy of the provider (postal address: Docoloc UG & Co. KG, Methfesselstraße 2, 38106 Braunschweig; data protection policy: <https://www.docoloc.de/datenschutz.hhtml>). The ZBW has entered into an agreement on commissioned data processing with Docoloc that complies with Article 28 of the GDPR.

If there are no objections on the part of the ZBW against the publication on EconStor, the ZBW shall confirm to the author by email that the license agreement has been concluded (acceptance by the ZBW of the offer to conclude the license agreement) and shall indicate the status of the publication in the account, too.