

Author emails for integrated journals

Sample emails to authors regarding depositing data in Dryad

Last updated July 7, 2015

Recommended format:

Dear AUTHOR NAME,

Thanks for submitting your manuscript....

[or]

Congratulations on the acceptance of your manuscript.....

We encourage you to deposit data underlying this article in the Dryad repository

(<http://datadryad.org>).

To upload your data, please click the link below -- it will take you directly to your entry in the Dryad repository:

[INSERT DRYAD URL HERE -- SEE EXAMPLE BELOW (where ABCD is the journal code and XXXXX is the manuscript number):

<http://datadryad.org/submit?journalID=ABCD&manu=XXXXX>]

To give the system time to create your individual entry, please allow 10 minutes between receipt of this email and using the link above. A Dryad account is required for data submission; you may need to create an account and/or log in to begin. If you cannot use the link provided to access your data after 24 hours, please contact help@datadryad.org.

Once your data package is deposited, a unique and stable identifier (DOI) will be sent to you and to the journal for inclusion in the published article.

For questions or feedback on the Dryad data submission process, please e-mail help@datadryad.org. Thanks again for taking this important step to preserve and share your research data.

[OPTIONAL contextual info: Dryad is a nonprofit, international organization that serves as a safe, sustainable location for data underlying scientific and medical publications. All data deposited to Dryad is publicly available under the Creative Commons Zero (CC0) waiver. More information about depositing data in Dryad is available at <http://datadryad.org/depositing>.

Depositing data in Dryad provides:

- **Visibility:** Your data is linked to the associated article.
- **Citability:** Your data receives a persistent, resolvable Digital Object Identifier (DOI).
- **Workload reduction:** Individual requests for data can be directed to Dryad.
- **Preservation:** Your data files will be permanently and safely archived.
- **Impact:** Your data will be available for reuse. Usage statistics will be available for each data file.]

Sample emails that are currently being used by Dryad Partners:

Dear Dr XX,

Thank you for agreeing to deposit your data in Dryad. To upload your data, please click the link below - it will take you directly to your entry in the Dryad repository.

<http://datadryad.org/submit?journalID=ABCD&manu=XXXXX>

To give the system time to create your individual entry, please allow 10 minutes between receipt of this email and using the link above. If you cannot use the link provided to access your data after 24 hours, please contact the Dryad administrator at help@datadryad.org. Dryad will take approximately 1-2 days to curate your data.

Once you have uploaded your data and it has been curated by Dryad, please include the Dryad DOI in your manuscript, both in a data accessibility section before the acknowledgements, and as a reference.

Please let me know if you have any questions about this process.

Sincerely,

xxxx
Publishing Editor

[Journal that **requires** data deposition, **sponsors** Dryad data submission on behalf of its authors, and allows release of data once the article is **accepted**]

Dear Dr XX:

Thank you for submitting your manuscript to JOURNAL. As you will be aware, it is a condition of publication that all supporting data for published articles are made freely available either as supplementary information or preferably via an appropriate repository.

JOURNAL has integrated with Dryad (<http://www.datadryad.org>) to make it as straightforward as possible for you to deposit your data for this article with them. We also cover the cost of data deposition with Dryad up to 10GB.

To upload your data, please click the link below - it will take you directly to your entry in the Dryad repository.

<http://datadryad.org/submit?journalID=ABCD&manu=XXXXX>

Your data will not be released until your manuscript is accepted for publication.

Please note that depositing your data with Dryad is not a guarantee of publication.

Yours sincerely

Editorial Team, JOURNAL

[Journal that **sponsors** Dryad data submission on behalf of its authors and allows release of data once the article is **published**]

Dear Dr XX,

This e-mail is being sent to you following your earlier interest about data archiving in Dryad.

The link below will take you to a Dryad record for your article, so you will not need to re-enter its bibliographic information, and can upload your files directly. More information about depositing data in Dryad is available at <http://datadryad.org/pages/faq#depositing>

For papers published in JOURNAL, SUPPORTING SOCIETY/PUBLISHER will sponsor deposits in the Dryad repository.

Please use the following link to deposit your data associated with this paper. This will save you time during submission and ensure that your data is properly linked to the journal and the Data Publishing Charge is correctly charged to the NAME.

<http://datadryad.org/submit?journalID=ABCD&manu=XXXXX>

To give the system time to create your individual entry, please allow 10 minutes between receipt of this email and using the link above. If you cannot use the link provided after 24 hours, please contact the Dryad administrator at help@datadryad.org.

You will be able to deposit your data as soon as you are ready. Your data will remain private until your article is published. Once you deposit your data package, it will receive a unique and stable DOI identifier, which is immediately sent back to you for inclusion in the final version of your article. The DOI for your data should be included in both the references and in a separate section below the 'Acknowledgements' titled 'Data Accessibility'. In order for your data to be included in the Thomson Reuters Data Citation Index (http://wokinfo.com/products_tools/multidisciplinary/dci/about/), it does need to be listed in both those sections.

For the Data Accessibility section, the format should follow the example shown here:
Data available from Dryad Digital Repository: <http://dx.doi.org/10.5061/dryad.NNNN>

For the References, a full citation should be included, for example:
Evans SR, Sheldon BC (2014) Data from: Article Title. Dryad Digital Repository.
<http://dx.doi.org/10.5061/dryad.NNNN>

For more information on Dryad please visit <http://datadryad.org>.

All the best,

Assistant Editor
JOURNAL