Requesting Open Access

You can make an investigation version available to all CSSI DCC users by requesting open access for this version.

- 1. Preview the investigation, as described in Previewing an Investigation.
- 2. If you are satisfied with the content of this version, click Request Open Access. The Request Open Access dialog box appears.

Request Open Access	×
Once you submit this form for the CSSI DCC Administrators, who will approved, make the selected arch email when your archive is made of open access as requested. Optionally, you may specify an em access of the archive until this data access and are available to all CSS	selected archive, your request will be sent to the review and approve/reject the request and if ive available as open access. You will receive an open access, or an explanation if it cannot be made abargo release date. The system will have controlled e, whereupon they will be automatically made open I-DCC users.
Please use the Comments field be request. * Required Field	low to provide any comments with the open access
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Comments *	
	Submit

- 3. If the data in your file is subject to an embargo, which is a period during which access is not allowed, enter the date when that embargo should be released.
- In the Comments field, describe this version of the investigation and provide any other comments you want to associate with this open access request.
- 5. Click **Submit**. An administrator processes your request. You can confirm the open access state of your investigation version by checking the following indicators on the Upload ISA Archives page:
 - The value of the Open Access Version field equals the number of the version that is currently open to the public.
 - The Open Access Status field should be Current Version, Open Access approved on <date and timestamp>.

If another version of this investigation had been made open access previously, the system automatically removes it from open access.

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