



How to Submit Publications to PubAg

The PubAg Manuscript Submissions system supports USDA public access requirements by enabling deposit of final, peer-reviewed accepted manuscripts for research funded by USDA.

Criteria for Submission

- USDA partially or completely funded the research and
- the article has been accepted for publication in a peer-reviewed journal.

Types of documents accepted are:

- final, peer-reviewed accepted manuscripts or
- the final, accepted article if the author has the right to submit the published version (e.g., published article or publisher's version of record **if it is open access**)

To learn more about public access requirements, follow <https://www.nal.usda.gov/services/public-access>

Begin a Submission

Go to <https://submit.nal.usda.gov> to begin a submission. Log in using USDA's eAuthentication (eAuth) service as prompted. If you do not have a login, follow the links to the eAuth site to register for a customer account.

- Enter the DOI assigned to your publication to populate the form with information from the publisher
- If you do not have a DOI, you can enter the information directly into the form
- Not all fields are required. Mandatory fields are indicated with a red asterisk.

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Begin Submission

To submit a manuscript, USDA staff and researchers and USDA A

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Enter USDA Funding Information

- **Agency Name:** Select NIFA from the drop-down menu
- Enter **Award/Grant Number**
 - For NIFA competitive grants, please provide your 14-digit award number in this format (20XX-XXXXX-XXXXX)
 - For capacity programs (e.g. Hatch, McIntire-Stennis), please report your 7-digit accession number (XXXXXXX)



How to Submit Publications to PubAg

Uploading your Work

- Add the abstract, upload manuscript and supplementary materials if needed, and check the box to certify the article is peer-reviewed.
- Confirm all the fields are correct and click the submit button.

The screenshot shows the submission form with the following highlighted elements:

- Abstract***: A text input field for the abstract.
- Manuscript***: A file upload button labeled "Choose File" with "No file chosen" next to it.
- Supplementary Materials**: A section for uploading additional files, containing an "Add a new file" button and another "Choose Files" button with "No file chosen" next to it. A link for "Upload requirements" is also visible.
- I certify that this is a peer-reviewed article***: A checkbox for certifying the article's status.
- Submit** and **Cancel** buttons.

Larger files may take longer to upload. Contact nal-pubag-curator@usda.gov if you have a file that exceeds the maximum size

Manuscript upload requirements

- One file per entry
- 200mb size limit
- Allowed file types of PDF, DOC, DOCX, TXT

Supplementary file upload requirements

- Five files maximum
- 200mb size limit
- Allowed file types of PDF, DOCX, TXT, XLSX, JPG, JPEG, GIF, PNG, TIFF

What Happens Next

- PubAg will send you an email confirmation for each submission to the email address associated with your eAuth account.
- A reviewer will review your submission and contact you by email if additional information is needed.
- If your submission is accepted, you'll receive another email with the permanent link for your work which is a unique persistent number that NAL assigns to manuscript records in PubAg.

Contact Us

Questions about PubAg submission process can be directed to <https://www.nal.usda.gov/ask-question>. For more information about USDA Public Access policies visit <https://www.nal.usda.gov/services/public-access>

