



Virginia Henderson International Nursing Library online research repository
("VHL repository" or "the repository")

Proxy Authorization

Please print, complete, and sign this form and remit to the VHL repository administrator. You will receive notification as to the VHL repository's decision to accept your proxy authorization request as soon as possible.

Please scan and email the completed and signed form to:
librarymanager@nursinglibrary.org

Alternatively, a hard copy of the completed and signed form may be mailed to:

*The Honor Society of Nursing, Sigma Theta Tau International
550 W. North St.
Indianapolis, IN 46202
Attn: VHL Repository Administrator*

With the intent to submit works (including descriptive metadata and appropriate file[s], hereinafter referred to as the Work[s]) for dissemination to the general public via the VHL repository, the author agrees to the following terms and conditions:

1. I, the undersigned as an author desiring to submit Works to the VHL repository (Author), designate the following individual as my agent (Proxy) to submit my original nursing related research Works for preservation and public dissemination (dependent upon approval during the peer-review process) in the VHL repository.

Proxy's Full Name: _____
(Please type or print Proxy's complete name)

Proxy's Email: _____
(Please enter the email that will be used to register/log in to the VHL repository system.)

2. By allowing the Proxy to submit each individual Work to the suitable collection(s), the Author grants to the Honor Society of Nursing, Sigma Theta Tau International and its agents via the VHL repository the non-exclusive and perpetual license to publish, archive, and make accessible the Work in whole or in part, in all forms of media, now or hereafter known throughout the world.
3. The Author may enter into separate, additional contractual arrangements for the non-exclusive distribution of the Work as long as such contracts do not conflict

with the Author's or the Proxy's choice of a Creative Commons License in connection with the submission of the Work.

4. With respect to all Work submitted by the Proxy, the Author represents and warrants that:
 - a. the Work is the author's original work, based upon sound research and/or professional principals, and is not a deliberate attempt to defraud and/or mislead readers;
 - b. he/she possesses all right and authority to grant a non-exclusive license in the Work to the VHL repository;
 - c. he/she has not transferred exclusive rights in the Work to any third party;
 - d. the Work contains no misrepresentation or infringement of the work or property of other authors or third parties;
 - e. he/she has read and agrees to the VHL repository non-exclusive license agreement attached hereto as Exhibit A;
 - f. he/she has read and agrees to the VHL repository informed author statement that is step one in the submission process and is attached hereto as Exhibit B;
 - g. the Work contains no information of a proprietary or sensitive nature that in any way violates or invades the privacy rights of individuals and/or that divulges or infringes upon the trade secrets of an organization; and
 - h. the Work contains no libel or unlawful matter.
5. The Author agrees to promptly furnish to the VHL repository, at the Author's own expense, written evidence of the permissions, licenses, and consents for use of third-party material included within the Work.
6. The Author shall review all Works that the Proxy submits to the VHL repository to ensure that all of the representations and warranties as mentioned in this proxy authorization are correct and complied with respect to each and every piece of content and material.
7. The Author agrees to execute an updated proxy authorization upon each subsequent Proxy change and/or addition.
8. The Author understands that the Proxy is acting as the agent of the Author, and the Author agrees that he/she shall be responsible for all actions of the Proxy in connections with any Work submitted to the VHL repository.
9. The Author agrees to indemnify and hold the VHL repository harmless from Author's breach of the representations and warranties set forth in this proxy authorization, as well as any claim or proceeding relating to the VHL repository's use and publication of any content contained in the Work, to include third party content.



The Author has the power to execute this authorization and agrees to the terms set forth above and evidenced by the signature below:

Author's Signature

Date

Author Name (Print)



Exhibit A

VHL Repository Non-Exclusive License Agreement

Following is the license you will grant upon submission of your content to the VHL repository.

NON-EXCLUSIVE DISTRIBUTION LICENSE

By signing and submitting this license, you (the author and/or copyright owner) grant to the Virginia Henderson International Nursing Library's online research repository (VHL repository) the non-exclusive right to reproduce, translate (as defined below), and/or distribute your submission (including the abstract, descriptive metadata, and attached file(s)) worldwide, in print and electronic format, and in any medium, including, but not limited, to audio or video.

You agree that the VHL repository may, without changing the content, translate the submission to any medium or format for the purpose of preservation.

You also agree that the VHL repository may keep more than one copy of this submission for purposes of security, back-up, and preservation.

You further agree that the VHL repository staff may complete name authority work, add authorized subject headings based on author-submitted keywords, and add repository related metadata to your entry.

You represent that the submission is your original work and that you have the right to grant the rights contained in this license. You also represent that your submission does not, to the best of your knowledge, infringe upon anyone's copyright.

If the submission contains material for which you do not hold copyright, you represent that you have obtained the unrestricted permission of the copyright owner to grant the VHL repository the rights required by this license and that such third-party owned material is clearly identified and acknowledged within the text or content of the submission.

IF THE SUBMISSION IS BASED UPON WORK THAT HAS BEEN SPONSORED OR SUPPORTED BY AN AGENCY OR ORGANIZATION OTHER THAN THE VHL REPOSITORY, YOU REPRESENT THAT YOU HAVE FULFILLED ANY RIGHT OF REVIEW OR OTHER OBLIGATIONS REQUIRED BY SUCH CONTRACT OR AGREEMENT.

The VHL repository will clearly identify your name as the author/co-author and/or owner/co-owner of the submission and will not make any alteration, other than as allowed by this license, to your submission.



Exhibit B

Author Preauthorization

Some publishers and even individual journals have certain conditions about authors and their rights regarding the self-archiving process.

These conditions may include, but are not limited to:

- Stipulations on which version(s) of the published writing may be deposited in a repository. These versions are commonly known as (1) preprint (author's final draft as initially submitted to publisher and prior to peer-review revisions), (2) post-print (version of the article prior to publishing but after peer-review revisions), and (3) final as-published (version of the article that has undergone peer review, editing, and formatting and appears in the print or online edition of the target journal).
- Time restrictions on when a previously published writing may be deposited in a repository, commonly known as embargo policies.

For more information on these policies and restrictions, please review the [SHERPA/RoMEO](#) database.

Please consider if your research and/or data is of a sensitive nature and divulges trades secrets or other confidential information which should not be openly available to the public, as your submission will not be scrubbed prior to its availability on the Internet.

Please also note that some publishers and individual journals consider depositing an item in an open-access, subject-based repository such as this one to be a form of pre-publishing and therefore may not accept the item for publication in their journal, if the author decides to publish the writing at a later date. If a journal refuses to consider an article that has circulated as a preprint, that is an optional journal-submission policy, not a requirement of copyright law. (Some journals do hold this policy, although they vary widely, called the Ingelfinger Rule.) It is the author's responsibility to check prior publication rules in the author information section of the target journal.

I acknowledge that I consider myself a well-informed author/researcher who is aware of my rights, and I am depositing an item in this repository of my own free will to further the nursing research community at large.