Open Textbook Publishing Workflow

OPUS
KPU's Open Publishing Suite

Project conception
- Consult
- Feedback
- Thorough OER search for remix/adaptation?
  - *Adaptation or Creation?*
- Platform?
- Funding applied?
- ZTC potential?
- Need place for independent projects

OPUS request form
- Questions:
  - *Internal &/or External collaborators?*
  - *Pressbooks access & training?*
  - *Funding confirmed?*
- Feedback
- Triage - assign person to bucket
- Unique title applied to each project according to Naming Convention

Project Charter
- Questions:
  - *Accessibility training?*
  - *Other available support? (e.g., Student assistant)*
  - *Open licence choice?*
  - *Peer reviewers?*
  - *Classroom piloting?*
  - *H5P interactivity?*
  - *Scientific notations?*
  - *Media (i.e.Kaltura?) preferrable KPU supported platforms*
  - *Images - openly licensed preferrable*
  - *Citation style confirmed*

Confirm Peer Reviewer
- Nominations?
- Questions:
  - *Blind or open?*
  - *Availability?*
  - *Info for honorarium?*
- Expected timelines

Writing (Version 1.x)
- Active Project management
- Questions:
  - *In Pressbooks?*
  - *If not in Pressbooks, then Pressbooks conversion? Or other platform?*
  - *References*

Editing (Version 2.x)
- Apply KPU Open style guide (as much as possible)
- Copyright clearance
- Check image licences
- Proper attributions
- Check references and consistency
- Check accessibility
- Check hyperlinks
- Add Glossary
- Copyediting

Graphic Design & Layout (Version 2.x)
- cover design
- layout
- sizing/positioning
- illustrations
- alt text
- cover adaptations for print on demand external to KPU (ie. Amazon)
- Author's photo for front matter

Peer Review (Version 3.x)
- Project management
- Process honorarium

Revision (Version 3.x)
- Revision applied
- Acknowledge peer reviewer in front matter
- Acknowledge OER grants
- Standardized KPU Open Front and end matter?
- Graphic Design final review

Setup for Publication (Version 4)
- Add ISBNs
- Set up print on demand
- Order print copy
- Check book info

Publication (Version 4)
- KPU catalogue
- KORA
- BCcampus catalogue submission

Announcement
- Today @ KPU
- KPU Open listserv
- Social Media
- BCcampus
- Canada OER listserv
- Open Education newsletter