

Add Special Billing Profile

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Profile Name ▾	Profile Account Name ▾	Invoicing Frequency ▾	Agreement Name ▾	Eligibility Timeframe ▾	Eligibility Start ▾	Eligibility End ▾	Profile Status ▲	Actions
▼ Bilbao - Gold GB	National Library of Sweden National Co-operation Department (NLS-UK)	Daily	Bilbao Consortium	Manuscript Acceptance Date	01-Jan-2021	N/A	Active	
Amount Approved for Invoicing		0.00 GBP						
APC Threshold - Fund Balance Remaining		165,024.00 GBP						
APC Threshold - Total Deducted from Fund Balance		3,825.00 GBP						
APC Threshold - Value of Approved Funding Requests		3,825.00 GBP						

Reports

Go to the 'Reports' tab to generate a report which has hundreds of data points about your organisation's transactions. The search and filtering functionality will apply to any transactions associated with your organisation, whether they are funding requests submitted by authors or one-off transactions placed by a member of your team.

Report type: Transaction Summary Report ⓘ **Time zone:** ⓘ RightsLink (Eastern) Local

Transaction Summary Report

Manuscript ID: Primary Author first name:
Manuscript name: Primary Author last name:
Publisher name: Primary Author ID:
Promotion name: Primary Author Institution:
Funder name: Funding status: ⓘ All
Invoice number: Payment status: ⓘ All
Order ID: Order date: In last 30 days
Run Report Clear

Funder name: Funding status: ⓘ All
Invoice number: Payment status: ⓘ All
Order ID: Order date: In last 30 days
Run Report Clear

Results 1 - 1 of 1

Request Full Report

Manuscript ID	Manuscript Name	Publisher name	Primary Author Name	Primary Author Institution	Order Date	Order ID	Total Order Amount	Currency	Funding status	Payment Status
	Test Article Title	American Association for Cancer Research	Hall, Alex		31-Jan-2019	10000071712	0.00	USD	Approved	Closed

Results 1 - 1 of 1

After filtering the report using the criteria of your choice (primary author institution, selected dates, approved articles only), simply click 'Run Report.' This will give you a list of results on screen.

To request a full excel download of the report you'll need to email openaccess@bmj.com - including the name of your institution and the relevant date range. Your report will be emailed back to you.

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