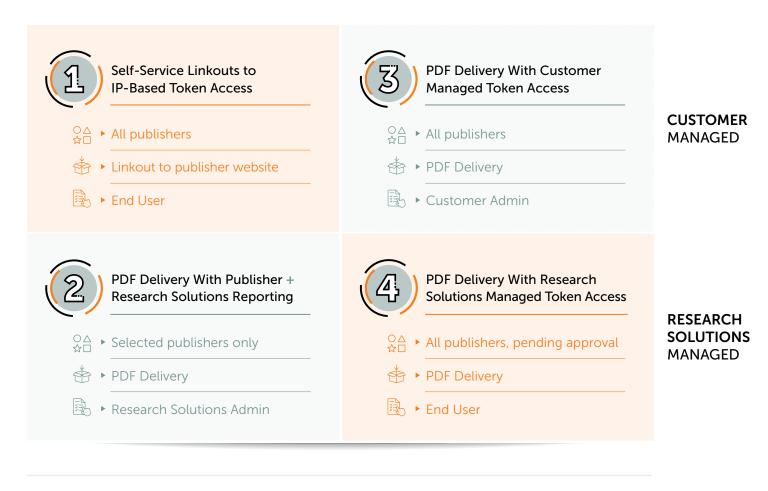# How to Order With Publisher Tokens

Pre-paid publisher articles or tokens can be effective in controlling your document delivery costs. Article Galaxy, powered by Research Solutions, offers a variety of methods to help you maximize your return on your publisher token investments.

Ranging from Research Solutions—Managed to Customer—Managed options, Article Galaxy allows for simplified content access and ensures comprehensive reporting.

1 Self-Service Linkouts to IP-Based Token Access

‣ All publishers

‣ Linkout to publisher website

‣ End User

3 PDF Delivery With Customer Managed Token Access

‣ All publishers

‣ PDF Delivery

‣ Customer Admin

CUSTOMER MANAGED

2 PDF Delivery With Publisher + Research Solutions Reporting

‣ Selected publishers only

‣ PDF Delivery

‣ Research Solutions Admin

4 PDF Delivery With Research Solutions Managed Token Access

‣ All publishers, pending approval

‣ PDF Delivery

‣ End User

RESEARCH SOLUTIONS MANAGED

‣ Availability   ‣ Fulfillment Type   ‣ Access Model

RESEARCH SOLUTIONS REPRINTS DESK

1. User Self-Service With Linkouts to IP-Based Token Access

- Your organization supplies Research Solutions with details of your publisher tokens, including IP access for users
- After the user places their order, Research Solutions checks publisher data records
- If eligible, a link is created and delivered to the user within the UI or via email sent by Research Solutions
- After clicking the provided link, the user is taken to the publisher's website to redeem the token

2. PDF Delivery With Publisher and Research Solutions Reporting

- Your user places a document request with Research Solutions
- Research Solutions checks publisher data records
- If eligible, Research Solutions obtains the PDF from the publisher's website and delivers directly to the user
- On a monthly basis, Research Solutions reports to the publisher how many tokens have been used
- The publisher makes the appropriate deduction from your organization's account

3. PDF Delivery With Customer Managed Token Access

- Your user places a document request with Research Solutions
- Research Solutions checks publisher data records
- If eligible, an email is sent to you with the order placed in your organization's token queue
- At the publisher's website, you log in to download the PDF
- Upload the PDF to the token queue record and save. A delivery email with a download link is immediately sent to the user

4. PDF Delivery With Research Solutions Managed Token Access

- Your user places a document request with Research Solutions
- Research Solutions checks publisher data records
- If eligible, the request is automatically moved to the Research Solutions token queue for review
- Research Solutions obtains the PDF from the publisher's website by accessing your organization's account
- The PDF is uploaded to the token queue. A delivery email with a download link is immediately sent to the user

Select your token fulfillment option based on access model, fulfillment type, and usage reporting.