

Checklist G2: Ceased Title (E-Journal)

See 11.2

- Price – to be recorded; budget holder informed
- Refund due? For all or part of the subscription
- Cancellation policy
- Preservation of resource (LOCKSS/Portico)
- If Print element included, refer to instructions for print journals

Check Collection Management Policy for School re retention of print issues e.g. Availability of post cancellation online access (via Portico, LOCKSS, other platform)

After sub end date reached check that access reflects any post cancellation access agreement