

AN 241.1 - Announcement of USDOE Scientific and Technical Information

The AN 241.1 is dynamic and fields in subsequent sections may change depending on the selected product type, distribution limitation, and product media/format.

**THE '*' AND RED TEXT INDICATE REQUIRED FIELDS.
ALL REQUIRED FIELDS IN PART I MUST BE COMPLETED BEFORE PART II WILL EXPAND
AND ALLOW UPLOAD OF A FULL-TEXT DOCUMENT**

OSTI ID: **New Record** (This number is assigned by OSTI after this notice is submitted.)

***SITE CODE:** Select your site code from the drop-down menu.

Part I: STI PRODUCT DESCRIPTION

***STI PRODUCT TYPE**

Select your product type from the drop-down menu.

Options

- Technical or Workshop Report
- Conference Event/Paper, Presentation or Proceedings
- Journal Article
- Program Document
- S&T Accomplishment Report
- Book/Monograph
- Patent
- Thesis/Dissertation
- Factsheet

You will be able to provide additional metadata in this section if you select Conference Event/Paper, Presentation or Proceedings or Journal Article including conference/event information, journal name, volume, issue, serial identifier, and page range.

***STI PRODUCT TITLE**

***AUTHOR(s)**

Enter all authors into the free form field or individually into specific name fields. There are also fields for author emails, ORCID IDs, affiliations, and contributor organizations.

STI PRODUCT IDENTIFIERS (Separate multiple entries with semicolons.)

***REPORT/PRODUCT NUMBER(S)**

You must create an identifier for this product. Use the site acronym followed by a unique suffix, usually a portion of the

contract number.

***DOE CONTRACT NUMBER(S)**

Enter the contract number. The format should be: two alphabetic characters, two numeric characters, a dash, two-digit year, two alphabetic characters, and a five digit number; or, two alphabetic characters and a seven digit number. Examples: AC02-94RS12345; SC0001234

You may also enter additional identifiers in this section, including R&D Project ID(s), Work Proposal Numbers, Work Authorization Numbers, and Other Identifying Numbers.

***ORIGINATING RESEARCH ORGANIZATION**

Select the appropriate research organization from the drop-down provided or enter the name of the organization into the field.

***PUBLICATION/ISSUE DATE**

Enter the date in mm/dd/yyyy format for technical reports. The year only may be acceptable for other product types.

LANGUAGE

Select the language from the provided drop-down list. English is the default.

COUNTRY OF ORIGIN

Select the country of origin from the provided drop-down list. United States if the default.

***SPONSORING ORGANIZATION**

Select the DOE office that sponsored this research from the provided drop-down list.

PUBLISHER NAME AND LOCATION (If other than Research Organization)

SUBJECT CATEGORIES

Select the appropriate categories from the provided drop-down list. You may also enter keywords into the field provided.

DESCRIPTION/ABSTRACT

Enter the description or abstract text into the field provided.

You may also enter related document information in the field provided. This would include information that would be useful to include in a published announcement notice which is not suitable for any other field.

***DISTRIBUTION LIMITATIONS – CONTROLLED UNCLASSIFIED INFORMATION (CUI)**

Select the appropriate limitations from the provided drop-down list. You may enter addition criteria related to the review, access limitation, announcement, and restriction of this STI product in a field provided. The AN 241.5 must be used to submit Unclassified Controlled Nuclear Information (UCNI) and Classified STI.

Part II: STI PRODUCT MEDIA/FORMAT and TRANSMISSION and LOCATION

***MEDIA/FORMAT INFORMATION**

Select the appropriate media/format from the provided drop-down list. These options are dynamic based on the product type selected. If you are providing full text, you will upload your file as directed in this section.

You can also provide other metadata related to file format and location.

LOCATION

Enter the Digital Object Identifier (DOI) for this product if one has been assigned.

Part III: STI PRODUCT REVIEW/RELEASE INFORMATION

This section will be visible to releasing officials.

***RELEASING OFFICIAL**

Provide the name, date, email, and phone number for the releasing official. You may also enter comments into the field provided. You are required to verify that Personally Identifiable Information (PII) was not detected in the STI product, all necessary reviews have been completed, and the correct distribution limitation was chosen.