

New Jersey City University
Copyright Policy & Related Guidelines

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This policy is subject to periodic review by the University and is periodically updated.

New Jersey City University
Copyright Policy & Related Guidelines

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New Jersey City University Copyright Policy

Introductory Statement

A primary goal of University life is to promote and foster the exchange and development of ideas and information. Consequently, such intellectual and academic exchange brings members of the University community into daily contact with the expressions of ideas embodied in various formats of print, audio, video, and digital expression. In response to this exchange of ideas, members of the University community witness or participate in the production as well as the consumption of such expression, whether one is participating in the traditional classroom, attending a University wide lecture or film, or taking or teaching an online course.

Simultaneously with providing an environment that nurtures the discussion and development of intellectual ideas and their expression, New Jersey City University recognizes and respects intellectual property rights, “ownership” of original works. It is the policy of the University to follow the United States Copyright Law of 1976, as amended (Title 17, United States Code and hereinafter referred to as “The Copyright Act”). In particular, the University Copyright Policy, by its existence, meets one of the numerous requirements of the TEACH ACT (The Technology, Education, and Copyright Harmonization Act of 2002 or Sec. 13301 of the 21st Century Department of Justice Appropriations Authorization Act) thereby permitting use of *certain* copyrighted materials, without permission by faculty and students, in distance education courses.

Scope and Coverage

Only copyrighted materials are subject to the restrictions and guidelines in this Policy. All faculty, professional staff, support staff, managers, and students of the University are expected to adhere to the University guidelines in regard to copyright issues and concerns outlined below.

Definition of Copyright

Federal law Title 17, (United States Code) automatically gives copyright protection to “original work authorship” at the moment the work is “fixed in a tangible medium”. Generally, copyright belongs to the person, who authors or creates an original work that is fixed in a tangible medium of expression. Works of authorship include the following:

- a. Literary works;
- b. Musical works, including any accompanying words;
- c. Dramatic works, including any accompanying music;
- d. Pantomimes and choreographic works;
- e. Pictorial, graphic, and sculptural works;
- f. Motion pictures and other audiovisual works; and
- g. Sound recordings

Because a copyright notice is not required for copyright protection of works published after March 1, 1989, most works (except those authored by the US Government) should be presumed to be copyright protected, unless the copyright holder makes known, usually by clear notice, that he/she intends the work to be in the public domain. Original work consists of the creator's unique way of expressing something and actually requires only a minimum amount of creativity to establish authorship. Copyright ownership and protection does not extend to underlying ideas or facts, thereby leaving facts and ideas free for public use.

A useful guide to determine whether or not a "work" is protected is to analyze a work according to the following:

- a. Works that lack originality are not protected, e.g. compilations such as the phone book; unoriginal reprints of public domain works.
- b. Works in the public domain are not protected (includes works that are published on or before December 31, 1922).
- c. Freeware – i.e. works expressly available free of restrictions as established by the author or copyright owner who had decided to make it available without restrictions, and thus not protected.
- d. US Government works are not protected.
- e. Facts are not protected.
- f. Ideas, processes, methods and systems described in copyrighted works are not protected with some caveats.

A copyright holder under the law is viewed as holding a **"bundle of rights"** including the owner's exclusive right to (1) make a copy (reproduce), (2) use a work for the basis of a new work (derivate work), (3) electronically distribute or publish copies (distribute work), (4) publicly perform music, prose, poetry, a drama, or play a vide or audio tape or CD ROM, etc (publicly perform a work) and (5) publish display an image on computer screen or otherwise (publicly display a work).

Use of Copyrighted Materials by Members of the University Community

- a. Appropriate Use

The University is committed to complying with all laws pertaining to copyright. Although copyright law maintains that for a limited time the copyright owner has exclusive rights to many uses of a protected work, it also delineates several important exceptions to those rights. These limitations are established in Sections 107 through 118 of The Copyright Act and include fair use and educational and library uses when certain criteria are met.

b. Fair Use

Section 107 of The Copyright Act provides that the Fair Use of a copyrighted work, including such use by reproduction in copies for purposes such as criticism, comment, new reporting, teaching, scholarship, or research, is not an infringement of copyright. Any use in excess of Fair Use requires copyright permission and/or royalty payments or licensing fees to copyright owners. There are four factors involved in determining whether the use made of a work in any particular case is a fair use:

1. The purpose and character of the use, including whether such use is of a commercial nature or is for nonprofit educational purposes;
2. The nature of the copyrighted work;
3. The amount and substantiality of the portion used in relation to the copyrighted work as a whole;
4. The effect of the use upon the potential market for or value of the copyrighted work.

All four factors must be examined in order to determine the fair use of a copyrighted work and the factors must be evaluated in relation to one another. For further information, see *Copyright and Fair User Guidelines*

c. TEACH Act

The University Copyright Policy, by its existence, meets one of the numerous requirements of the TEACH Act thereby permitting use of *certain* copyrighted materials, without permission by faculty and students, in distance education courses.

The TEACH Act says it is not copyright infringement for faculty and students of accredited, nonprofit education institutions to transmit performances or displays of copyrighted works as part of a course if certain conditions are met. If these conditions are not or cannot be met, use of the material will have to qualify as a fair use (17 USC 107) or permission from the copyright holder(s) must be obtained. The TEACH Act effectively updates copyright law in the area of digital distance education and facilitates the use of copyrighted materials in distance education efforts **AS LONG AS NUMEROUS REQUIREMENTS OUTLINED IN THE LAW ARE MET.** The TEACH Act provides for a special exemption of certain performance and displays of educational uses by amending Section 110 of Title 17 in the case of work produced or marketed primarily for performance or display as part of mediated instructional activities transmitted via digital networks. For further information, see *TEACH Act Guidelines*.

d. Library Use

In compliance with Section 108 of The Copyright Law, and in support of the scholarly research of faculty and students at New Jersey City University, under certain conditions, the University Library may reproduce copyrighted works. These conditions include the right to:

- 1) archive lost, stolen, damaged or deteriorating works
- 2) make copies for library patrons
- 3) make copies for other library patrons (interlibrary loans)

The University Library may, for archival purposes, reproduce a substantial portion or an entire work when the work is lost, damaged, stolen, deteriorated or obsolete. In accordance with The Copyright Act, only after a reasonable effort has been made to obtain an unused replacement at fair market value may the University Library make up to three copies for archival purposes. Photo copies or reproductions for library use are not to be “used for any purpose other than private study, scholarship or research.”

For further information, see *Copyright Guidelines for Library Services*

e. Use of Peer-To-Peer (P2P) File Sharing

New Jersey City University expects all members of its community to use electronic communications and computer resources made available through and at the University in a responsible way and to comply with copyright law relative to such use. This includes use of peer-to-peer (hereafter referred to as P2P) file sharing applications designed for the easy transfer of information between individuals over the Internet without the use of centralized information repositories. In concert with the statement issued by the Joint Committee of the Higher Education and Entertainment Communities regarding P2P sharing in higher education, the University is committed to a policy that maintains that “Universities share with the entertainment industry a mutual concern about the use of peer-to-peer file sharing technologies for the unauthorized retrieval, use, and redistribution of movies, music, software, and other copyrighted material. .” At the same time, universities “have an indelible responsibility to preserve and promote freedom of speech and expression on our campuses.” For further information, see *P2P Usage Policy and Guidelines* and *Responsible Use of Computing Resources Policy and Procedures*

Liability and Enforcement

New Jersey City University requires faculty, staff, and students to comply with all laws regarding copyright. Members of the University community desiring to use copyrighted materials are individually responsible for making an initial good faith determination as to whether the desired use falls within the fair use exemption and to obtain permission of copyright owners in cases where such permission is required under the law.

Violation of this copyright policy by employees and students of New Jersey City University may result in disciplinary action in accordance with applicable University policies and procedures (e.g., personnel regulations, student code of conduct). In addition, faculty, staff, and students who violate copyright law may be held individually responsible for copyright infringement and subject to civil penalties and criminal sanctions which may include fines and imprisonment. Further information and procedures for reporting violations may be obtained by consulting specific University policies and procedures. A partial list of relevant policies and procedures appears below:

- Academic Integrity Policy
- Faculty Handbook
- Gothic Guide
- Peer-to-Peer (P2P) Policy and Procedures
- Responsible Use of Computing Resources
- Student Code of Conduct

New Jersey City University Fair Use Guidelines

Section 107 of the United States Copyright Act of 1976 provides that the Fair Use of a copyrighted work, including such use by reproduction in copies for purposes such as criticism, comment, news reporting, teaching, scholarship, or research, is not an infringement of copyright. Fair Use is a subjective determination that is applied on a case-by-case basis. There are four interrelated factors used to determine Fair Use. Individuals using copyrighted material should consider these four factors.

1) Fair Use is based on the **purpose and character of the use**, including whether such use is of a commercial nature or is for nonprofit educational purposes. For example, Fair Use is more applicable to material used for education, criticism, commentary, and parody. Another factor is the extemporaneous or systematic use of the material. If the material is used in a spontaneous or limited way it is more likely to be considered Fair Use than if the copying is part of a systematic policy.

2) The application of Fair Use is based on the **nature of the copyrighted work**. Fair Use is more applicable to factual, published work rather than imaginative or unpublished work.

3) Fair Use is also based on the **amount and substantiality of the portion used** in relation to the copyrighted work as a whole. Fair Use applies easier to smaller portions of copyrighted material. However, the content as well as the size is important. Small but significant portions of copyrighted material can be deemed ineligible for Fair Use. For example, the unauthorized use of a summary of a scientific paper or a significant section of a work of fiction could be seen as a copyright violation and not Fair Use.

4) The **effect of the use upon the potential market** for or value of the copyrighted work. For example, material like workbooks, which are created and marketed for individual purchase and single use by a student, are less likely to be considered Fair Use because unauthorized copying has the strong potential to damage the copyright holder's market.

Keep in mind that material is protected by copyright law once it is in a fixed form and does not require a notice or © copyright symbol.

Fair Use Resources

[Conference on Fair Use: United States Patent and Trademark Office](#)

[Copyright and Fair Use at the Stanford University Library](#)

[Fair Use of Copyrighted Materials from University of Texas System](#)

New Jersey City University TEACH Act Guidelines

The Technology, Education and Copyright Harmonization (TEACH) Act , which was signed into law on November 2, 2002, revises the section of the U.S. Copyright Act that governs the use of copyrighted material for educational purposes. It both modifies and clarifies the ways in which copyrighted material may be used in certain instances in distance education. In order to make use of the new provisions granted under the law, educational institutions must meet the following requirements:

University Requirements

- ✓ Be an **accredited** nonprofit educational institution or governmental body
- ✓ Have a **copyright policy** in place that addresses the use of copyrighted materials and promotes compliance with U.S. copyright law
- ✓ Provide **informational materials** regarding copyright to faculty, staff, and students
- ✓ Provide **notice to students** when “materials used in connection with courses may be subject to copyright protection”
- ✓ **Limit the transmission** of course content only to students officially enrolled in course
- ✓ Implement reasonable measures to prevent retention of the works for longer than the class session
- ✓ Implement reasonable measures to **prevent further dissemination of materials**

Faculty Requirements

- ✓ Ensure that **work is lawfully made and acquired**
- ✓ Ensure that materials used are an **integral part of “mediated instructional activities”** and **directly related and of material assistance to the teaching content**
- ✓ Ensure that **the work is of the type allowed by law:**
 - Non-dramatic literary work (**may use all**)

- Non-dramatic musical work (**may use all**)
 - Performances of any other work, including dramatic works and audiovisual works (“**in reasonable and limited portions**”)
 - Displays of any work “**in an amount comparable to that which is typically displayed in the course in a “live classroom setting”**”
- ✓ **Convert analog works to digital only** under the following conditions:
- **No digital version of a work is available** to the institution
 - The digital version that is available is **subject to technological measures that prevent its use for distance education**. Faculty are strongly encouraged to consult with technical staff in the Academic Computing Department and the Department of Information Technology Services to determine if this condition has been met.

The full text of the TEACH Act is available at:

<http://www.copyright.gov/legislation/pl107-273.html#13301>

Additional TEACH Act References

American Library Association

The TEACH Act and Distance Education

http://www.ala.org/Template.cfm?Section=Distance_Education_and_the_TEACH_Act&Template=/ContentManagement/ContentDisplay.cfm&ContentID=25939

The TEACH Act Tool Kit

An Online Resource for Understanding Copyright Law and Distance Education

<http://www.lib.ncsu.edu/scc/legislative/teachkit/index.html>

University of Texas System

The Teach Act Finally Becomes Law

<http://www.utsystem.edu/ogc/intellectualproperty/teachact.htm>

University of Texas System

Crash Course in Copyright

<http://www.utsystem.edu/OGC/IntellectualProperty/cprtindx.htm>

New Jersey City University Copyright Guidelines for Library Services

The Congressman Frank J. Guarini Library provides materials to support scholarly research of faculty and students at New Jersey City University. The Copyright Act grants special privileges for libraries and educational institutions to reproduce and to distribute copyrighted materials for specific purposes and under specific conditions. The University Library supports the effective enforcement of copyright and will continue to promote the protection and respect for intellectual property. The following statement of guidelines is intended to help the University Library staff and users adhere to the provisions of The Copyright Act and the University Copyright Policy while using the copyrighted materials in the Library.

Reproduction by Patrons

1. Individual patron using reproducing or distributing devices, including but not limited to copy machines, scanners, computer printers, microfilm/microfiche readers/printers, VCRs, etc., in the University Library should abide by the copyright law and the University Copyright Policy.
2. All such reproducing or distributing devices in unsupervised areas in the University Library should have a sign of copyright notice as follows:

Notice: The copyright law of the United States (Title 17 U.S. Code) governs the copying, printing, or other reproductions of copyrighted materials. The person using the equipment is liable for any infringement.

Reproduction by Library Staff for Library Collection

The University Library generally acquires resources for its collection rather than making copies. When the following conditions are met, the Library can make copies for its collection:

1. The material is in public domain (see explanation below).
2. Permission to make copies has been secured from copyright owner(s).
3. For the purposes of preservation and security, the Library can make three archival copies.
4. For the purpose of replacement for lost, damaged, deteriorating or stolen materials, or the machine or device necessary to render perceptible a work stored in that format is obsolete, the Library can make three copies for its collection after a reasonable effort (see definition below) to obtain an unused copy at a fair price was not successful.
5. Preservation or replacement copies made in digital format should be limited to use in the Library only.
6. Reproduced copies should include a copyright notice as shown below on the cover:

Notice: This material may be protected by Copyright Law (Title 17, U.S. Code)

Public Domain:

1. Government Publications

United States government publications prepared by an employee of the government as part of that person's official duties are in the public domain. These can be copied without restrictions. United States government publications that have a copyright notice are subject to restricted use.

2. Other Publications

Please refer to "When Works Pass into the Public Domain"

[<http://www.unc.edu/~unclng/public-d.htm>], by Lolly Gasaway, University of North Carolina

Definition of "Reasonable Effort"

Section 108 of The Copyright Act provides that libraries can reproduce a substantial portion or an entire work when the work is lost, damaged, stolen, deteriorated or obsolete only after a reasonable effort to obtain an unused replacement at a fair price is unsuccessful. The scope and nature of a reasonable investigation to determine that an unused replacement cannot be found will vary. Normally, a library would first approach commonly known trade sources such as retail bookstores and wholesalers, etc. Then, the library should contact the publisher or author, if known. Lastly, the library should contact an authorized reproduction service. Library should maintain a record of all efforts made for above mentioned purposes.

Course Reserves

1. Faculty may place materials on reserve for non-commercial, educational usage of students.
2. The individual faculty member is responsible for complying with copyright law and the University Copyright Policy for materials placed on reserve.
3. The University Library will not place any reserve material if the nature, scope, or extent of copying is judged to exceed the reasonable limit of fair use.
4. A "Warning Concerning Copyright Restrictions" notice, as shown below, should be placed on each reserve request form, and patron's consent of awareness of copyright restrictions should be required.

Warning Concerning Copyright Restrictions

The copyright law of the United States (Title 17, United States Code) governs the making of photocopies or other reproductions of copyrighted material.

Under certain conditions specified in the law, libraries and archives are authorized to furnish a photocopy or other reproduction. One of these specified conditions is that the photocopy or reproduction is not to be "used for any purpose other than private study, scholarship, or research." If a user makes a request for, or later uses, a photocopy or reproduction for purposes in excess of "fair use," that user may be liable for copyright infringement.

This institution reserves the right to refuse to accept a copying order if, in its judgment, fulfillment of the order would involve violation of Copyright Law.

5. All reserve materials, regardless of their format, should include a copyright notice as follows:

Notice: This material may be protected by Copyright Law (Title 17, U.S. Code)

6. Reserve materials should include bibliographic information or attributions to their sources.
7. There should be no charge for access to the reserve materials except for the cost of copying and printing.
8. Access to electronic reserve materials should be restricted by password or other available technological measures only to the students enrolled in a course offered by the faculty member.
9. At the end of the semester, electronic files should be removed from reserve and the print materials should be returned to the individual faculty member.

Interlibrary Loan

1. Interlibrary loan service is provided to legitimate users for private study, scholarship, or research purposes. Legitimate users are defined, at this time, as current students, faculty and staff at NJCU.
2. The University Copyright Policy should be observed.
3. The University Library will not accept any Interlibrary Loan request if the nature, scope, or extent of copying is judged to exceed the reasonable limit of fair use.
4. A "Warning Concerning Copyright Restrictions" notice, as shown below, should be placed on each interlibrary loan request form, and patron's consent of awareness of copyright restrictions should be required.

Warning Concerning Copyright Restrictions

The copyright law of the United States (Title 17, United States Code) governs the making of photocopies or other reproductions of copyrighted material.

Under certain conditions specified in the law, libraries and archives are authorized to furnish a photocopy or other reproduction. One of these specified conditions is that the photocopy or reproduction is not to be "used for any purpose other than private study, scholarship, or research." If a user makes a request for, or later uses, a photocopy or reproduction for purposes in excess of "fair use," that user may be liable for copyright infringement.

This institution reserves the right to refuse to accept a copying order if, in its judgment, fulfillment of the order would involve violation of Copyright Law.

5. All lending materials, regardless of their format, should include a copyright notice as follows:

Notice: This material may be protected by Copyright Law
(Title 17, U.S. Code)

6. The interlibrary loan material should be the property of the user.

License and Contract Considerations

As more and more information is made available in digital format, licensing and contractual agreements become a fast-growing phenomenon in digital age. A license is a signed contract or agreement between a library or an institution and the digital content owner regarding the use and distribution rights of digital information. Unlike print materials, digital information such as online periodicals, databases, or books is usually licensed from the publishers or database owners rather than purchased and owned by a library. If any copyrighted works, data, or information is subject to a license or contract, the license and contract terms should be observed.

New Jersey City University Peer-to-Peer (P2P) Policy & Procedures

What is P2P?

Peer-to-peer (P2P) programs are file-sharing programs designed for the easy transfer of information between individuals over the Internet. P2P file sharing applications allow individuals to set up a computer so that other people can access whatever files are made available to them. In turn, all resources available on other peers become available to the individual. Examples of P2P programs are, KaZaA, Gnutella, Blubster, eMule, Grokster, and Direct Connect.

P2P Legal & Practical Issues

Copyright

The greatest problem with P2P systems is that consumers may be violating copyright laws by sharing copyrighted materials via these programs. Providing or obtaining copyrighted material (e.g. music, movies, videos, text, etc.) without permission from the rightful owner violates the United States Copyright Act and university policy. While it is true that a number of artists have allowed their creative works to be freely copied, those artists remain very much the minority. It is best to assume that all works are copyright-protected except those that explicitly state otherwise.

Network Capacity

The propensity of P2P clients to engage in “protocol chatter” with other clients on the network generates so much network traffic that they adversely affect network performance for users who share the same local network. Running P2P services burdens the University network and the Internet interface, especially when the server is popular and processing excessive, high-volume transfers of files.

Network Security

Another serious problem with setting up a P2P server is the possibility of opening a security hole for hackers, allowing them access to the computer and the University network. Peer-to-peer file sharing applications differ in how much security they provide, but generally it is minimal. The risk is further exacerbated by poor design and implementation of some of these services that are rushed to the market with little or no testing.

P2P Policy & Procedures

In order to comply with copyright law and to ensure adequate Internet bandwidth for all users, the University has established the following policy:

- Members of the University community are not permitted to run P2P servers without prior consultation and permission from the Department of Information Technology Services Network Services Unit (its@njcu.edu). All known unauthorized peer-to-peer file sharing applications must be removed or disabled while connected to the University network. Removal is typically done through an uninstall program. To achieve this in a Microsoft Windows environment without an uninstall program, click on the START button, select SETTINGS ► CONTROL PANEL... then double-click ADD/REMOVE PROGRAMS. For assistance in removing the application, please contact the Help Desk by calling HELP (x4357) or send an Email message to helpdesk@njcu.edu
- Authorized peer-to-peer traffic will be segregated and given a low priority. Additional limits may be placed if the server impacts network performance. To establish P2P services, contact the ITS Help Desk by Email at helpdesk@njcu.edu . Please provide the following: Name of software and technical details of implementation, reason for use and duration of use. If approved, ITS will implement the service. ITS reserves the right to forward requests for P2P services directly to the Information Technology Steering Committee for authorization.
- Members of the University community running unauthorized P2P servers will have their network connections disabled. This may be a permanent block, pending review of the alleged violation.
- If an artist, author, publisher, or law enforcement agency notifies the University regarding copyright law violation, the relevant offices within the University will investigate the complaint. In some cases, violations could result in criminal prosecution under state and federal statutes.

ENFORCEMENT

The University considers any violation of the Peer to Peer Policy to be a serious offense and reserves the right to copy and examine any files or information resident on University systems allegedly related to inappropriate use. Violators are subject to disciplinary action including loss of all University computing privileges and possible criminal charges including civil damages. Offenders also may be prosecuted under various state & federal laws including (but not limited to) the Privacy Protection Act of 1974, The Computer Fraud and Abuse Act of 1986, The Computer Virus Eradication of 1989, Interstate Transportation of Stolen Property, and the Federal Electronic Communications Privacy Act. Access to the texts of these laws is available through the Reference Department of the Library. Violators may also cause the University to be liable to civil or criminal penalties.

Related Policies, Procedures and Guidelines

- Student Handbook, Copyright, Responsible Use of Computer Resources, General Principles and Guidelines.

Resources

Copyright—Web Based Resources

American Library Association Washington Office: Distance Education
http://www.ala.org/Content/NavigationMenu/Our_Association/Offices/ALA_Washington/Issues2/Copyright1/Distance_Education_and_the_TEACH_Act/Distance_Education_and_the_TEACH_Act.htm

Digital Millennium Copyright Act of 1998, U.S. Copyright Office Summary
<http://www.loc.gov/copyright/legislation/dmca.pdf>

Digital Millennium Copyright Law (complete text)
<http://image2.workbookstock.com/wbol/andmore/dmca.pdf>

U.S. Copyright Law: Title 17 (Complete Text)
<http://www.loc.gov/copyright/title17/>

U.S. Copyright Office
<http://lcweb.loc.gov/copyright/>

UT System Crash Course on Copyright
<http://www.utsystem.edu/OGC/IntellectualProperty/cprtindx.htm>

Copyright Materials at the Legal Information Institute-Cornell
<http://www.law.cornell.edu/topics/copyright.html>

Copyright Management Center – Indiana University
<http://copyright.iupui.edu/>

Copyright & Fair Use: Stanford University Libraries
<http://fairuse.stanford.edu/>

NJCU Library Resources on Copyright—Selected Bibliography

Biederman, Donald E., et al. *Law and business of the entertainment industries*, 3rd ed.
Westport, Conn.: Praeger.
KF4290 .L39 1996 (Third floor, circulating collection)

Crews, Kenneth D. (2000). *Copyright essentials for librarians and educators*.
Chicago, IL: American Library Association.
KF2995 .C74 2000 (Third floor, circulating collection)

Darraby, Jessica L. (2002). *Art, artifact & architecture law*. St. Paul, Minn.: West Group.
KF4288 .D37 (First floor, reference collection)

- Galler, Bernard A. (1995). *Software and intellectual property protection: copyright and patent issues for computer*. Westport, Conn.: Quorum Books.
KF3024.C6 G35 1995 (Third floor, circulating collection)
- Gasaway, Laura N. (1994). *Libraries and copyright: a guide to copyright law in the 1990s*. Washington, DC : Special Libraries Association.
KF3030.1 .G37 1994 (First Floor, reference collection)
- Getting permission: how to license & clear copyrighted materials online & off*.
(2000). Berkeley, CA: Nolo.com.
KF3024.C6 G47 (First floor, reference collection)
- Harris, Lesley Ellen. (2002). *Licensing digital content: a practical guide for librarian*. Chicago: American Library Association.
Z653.7 .H37 2002 (Fourth floor, circulating)
- Henn, Harry G. (1988). *Copyright law: a practitioner's guide*, 2nd ed. New York, NY: Practising Law Institute.
KF2994 .H38 1988 (First Floor, reference collection)
- Hoffmann, Gretchen McCord (2001). *Copyright in cyberspace: questions and answers for librarians*. New York, NY: Neal-Schuman Publishers.
KF3030.1.Z9 H64 2001 (Third Floor, circulating collection)
- Johnston, Donald F. (1982). *Copyright handbook*, 2nd ed. New York, NY: R.R. Bowker.
KF2994 .J63 1982 (Third Floor, circulating collection)
- Lessig, Lawrence (2001). *The future of ideas: the fate of the commons in a connected world*. New York, NY: Random House.
K1401 .L47 2001 (Third Floor, circulating collection)
- Library of Congress. Copyright Office. (1999). *Report on copyright and digital distance education*. Washington, DC: U.S. Copyright Office: For sale by the Supt. of Docs., U.S. G.P.O.
KF2994 .L53 1999 (Third floor, circulating collection)
- Library of Congress. Copyright Office. (2001). *DMCA section 104 report: a report of the Register of Copyrights pursuant to [section] 104 of the Digital Millennium Copyright Act*. Washington, DC: U.S. Copyright Office.
KF2989.573 .A15 2001 (Third floor, circulating collection)
- Litman, Jessica (2001). *Digital copyright: protecting intellectual property on the Internet*. Amherst, NY: Prometheus Books.
KF3030.1 .L58 2001 (Third Floor, circulating collection)

Strong, William S. (1993). *The copyright book: a practical guide*, 4th ed. Cambridge, Mass.: MIT Press.

KF2994 .S75 1993 (First Floor, reference collection)

Talab, R. S. (1999). *Commonsense copyright: a guide for educators and Librarians*, 2nd ed. Jefferson, NC: McFarland & Co.

KF2994 .T36 1999 (Third Floor, circulating collection)

Thall, Peter M. (2002). *What they'll never tell you about the music business: the myths, the secrets, the lies (& a few truths)*. New York, NY: Watson-Guption Pub.

ML3790 .T44 2002 (Fourth floor, circulating)

United States. (2000). *United States code: containing the general and permanent laws of the United States, in force on January 2, 2001*. Washington, D.C.: U.S. G.P.O. : For sale by the U.S.G.P.O. Supt. of Docs.

KF62 2000 (First floor, reference collection)

Vaidhyathan, Siva. (2001). *Copyrights and copywrongs : the rise of intellectual property and how it threatens creativity*, New York, NY: New York University Press.

Z642 .V35 2001 (Fourth floor, circulating)

TEACH Act Resources

American Library Association

The TEACH Act and Distance Education

http://www.ala.org/Template.cfm?Section=Distance_Education_and_the_TEACH_Act&Template=/ContentManagement/ContentDisplay.cfm&ContentID=25939

Distance Education and the TEACH Act

http://www.ala.org/Template.cfm?Section=Distance_Education_and_the_TEACH_Act&Template=/ContentManagement/ContentDisplay.cfm&ContentID=25939

TEACH Act Best Practices Using Blackboard, by American Library Association

http://www.ala.org/Content/NavigationMenu/Our_Association/Offices/ALA_Washington/Issues2/Copyright1/Distance_Education_and_the_TEACH_Act/TEACH_Act_Best_Practices_using_Blackboard_.htm

TEACH Act comparison (Sections 110(1)-(2)), by Laura N. Gasaway

<http://www.unc.edu/%7Euncing/TEACH.htm>

Technology Education and Copyright Harmonization Act of 2002 (text)

<http://webster.gtcc.cc.nc.us/library/copyright/TEACH/TextOfTheBill.htm>

The TEACH Act Tool Kit
An Online Resource for Understanding Copyright Law and Distance Education
<http://www.lib.ncsu.edu/scc/legislative/teachkit/index.html>

University of Texas System
The Teach Act Finally Becomes Law
<http://www.utsystem.edu/ogc/intellectualproperty/teachact.htm>

Fair Use Resources

Fair use of copyrighted material, from University of Texas System
<http://www.utsystem.edu/ogc/intellectualproperty/copypol2.htm#test>

Copyright and fair use, from Stanford University Libraries
http://fairuse.stanford.edu/Copyright_and_Fair_Use_Overview/index.html

Fair use: overview and meaning for higher education, from CETUS
<http://www.cetus.org/fair5.html>

The Conference on Fair Use (CONFU)
<http://www.uspto.gov/web/offices/dcom/olia/confu/conclu1.html#dislern>

How to Get Copyright Permissions

Copyright Clearing Center
<http://www.copyright.com/>

Indiana University Copyright Management Center—how to secure permission to use copyrighted works
<http://www.copyright.iupui.edu/permsec.htm>

Stanford University Libraries—copyright research
http://fairuse.stanford.edu/Copyright_and_Fair_Use_Overview/chapter13/13-b.html