IRSC Course Management System Copyright Checklist

☐ IRSC Instructor’s contact info

☐ Content information (bibliographic details, URL, creator contact info)

☐ What is the format of the content? (book, journal, dataset, geospatial, image, Internet, media, physical content)

☐ Is this format physical or virtual?

☐ Was the content acquired legally?

☐ Where did you obtain the content?
   ☐ Course Management System
   ☐ Creative Commons
   ☐ Internet
   ☐ Library
   ☐ Personal copy
   ☐ Publisher
   ☐ Other _________________________________

☐ Is the content copyright protected?
   ❖ Assume that all content is copyright protected.
   ☐ Copyright protected, College product
   ☐ Copyright protected, Faculty product
   ☐ Copyright protected
   ☐ Creative Commons
   ☐ Public domain
      ▪ Digital copyright slider
   ☐ U.S. federal documents are not copyright protected
      ▪ 17 USC Sect. 105
      ▪ Exceptions (e.g., contracts, third party, USPS)
   ☐ I am not sure.

☐ Does the content meet any of the exception guidelines?
   ☐ Digital Millennium Copyright
   ☐ Fair Use
   ☐ TEACH Act
   ☐ I am not sure.
What portion of the content are you seeking to use?

- Entire
- Portion
  - Indicate the portion size (i.e., pages, minutes, % of whole)

What conditions apply for use?

- Attribution statement needed (see Terminology)
- Creative Commons attribution
- Fair Use
- Licensing agreement (see Terminology)
- Linking to content (see Terminology, Terms of Service)
- Permission
- Terms of Use/Service (see Terminology)
- Other ________________________________