To declare or not to declare, that is the question!

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Mary Mowat
Copyright Officer
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View Search Tips

9780412401008

Display Results By

Results per page: 25
Sort By: Relevance

Refine Results By

Publication type: Book (1)
Publisher: Springer Verlag London Limited (1)

Found 1 result for '9780412401008'

Page 1 of 1

1. NUTRITIONAL STATUS ASSESSMENT

ISBN: 9780412401008
Publication Type: Book
Publication Form: Print
Publisher: Springer Verlag London Limited
Country of Publication: United Kingdom of Great Britain & N. Ireland

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Hydra Online Search

Search Tips

Display Results By

- Results per page: 25
- Sort By: Relevance

Refine Results By

- Publication type: Book (1)
- Publisher: Springer Verlag London Limited (1)
- Country of Publication: United Kingdom of Great Britain & N. Ireland (1)

Show other publishers: 0
Show other countries: 0

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Search

9780412401008

Found 1 result for '9780412401008'

1. NUTRITIONAL STATUS ASSESSMENT

ISBN: 9780412401008
Publication Type: Book
Publication Form: Print
Publisher: Springer Verlag London Limited
Country of Publication: United Kingdom of Great Britain & N. Ireland

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- Recorded music
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- Check your contract before uploading

- Use the author’s corrected proof version whenever possible rather than the journal pdf

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Before scanning any material for inclusion on the VLE please ensure that you comply with the requirements listed in the checklist. You should also complete and append a copyright notice to each item scanned under the CLA licence before uploading.

You may also find the Workflow for Copyright Compliance and the Copyright Checklist for the VLE useful.

The photocopying and scanning license includes two important requirements which must be borne in mind when creating course content in the VLE.

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**Name of Designated Person authorising scanning:**

**Title of work:**

**Name of Author:**

**Name of Publisher:**
Textbook Substitution

Staff should be aware that the course materials selected for inclusion in the VLE must not inadvertently create a collection of items which cover substantially the same material as a standard textbook for a given course. This could happen when individual extracts on a particular topic from a number of different books are gathered together as course readings which, when taken together, form a “virtual textbook”. This form of textbook substitution is not permitted under the terms of the licence.

Reporting requirements

All materials scanned under the terms of the licence must be reported to the Copyright officer. Please see the User Guide for additional information.

As from 1st June the reporting system has changed, and you are no longer required to submit individual scanning record sheets. Rather, you should download a copy of the reporting spreadsheet which you should save and complete throughout the session as you add materials to the VLE. This spreadsheet should be returned to the copyright officer Mary Mowat by 31st May 2016. Please note, you may use the same spreadsheet to report scanning from multiple classes. You should first add information on the course code, course duration and student numbers to the course code tab on the reporting spreadsheet - you will only need to do this once for each course, then add the details of the materials scanned listed under the CLA_DRF tab.

http://www.abdn.ac.uk/library/learning-and-teaching/copyright/vle/
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<th>Author of Extract</th>
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<th>Page No. To</th>
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• Before rolling-over course material or re-using in subsequent course, you must check whether the source material is still covered by the CLA licence.

• If the course will not be running in the following academic year, or the digital copy will no longer be required, access to that digital copy must be removed

• This can be done either by deleting the digital copy completely or, if it is likely that it will be required again in the future, by archiving it
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- University may be subject to an audit by the CLA at any time to monitor compliance with Licence terms and conditions.
- Sanctions for contravention of licence terms include requirement to take down infringing materials, fines, or in extreme cases, withdrawal of CLA licence.
- University staff are under contractual obligation to comply with copyright law and terms and conditions of CLA and other licences.
Workflow for copyright compliance

- **Link Directly**
  - **YES**: Check the Library catalogue: do we have an electronic subscription or e-book?
  - **NO**: Is there a print copy available in the library?

- **Is the item covered by copyright?**
  - **YES**: CAN ONLY BE USED IN MYABERDEEN WITH RIGHTSHOLDER’S PERMISSION OR UNDER A COPYRIGHT EXCEPTION
  - **NO**: **YES** (Yes, OR No): Check the item is covered by the CLA Higher Education Licence by consulting the CLA Check Permissions tool

- **Scan maximum of one article or one chapter or 5% of item, whichever is greater**

- **Attach copyright statement as first page of scanned item**

- **Upload item to MyAberdeen**

- **Add details to Scanning Spreadsheet**

- **Apply for a copyright-cleared version via inter-library loan**

- **[Journal article]**
  - **YES**: Ask the library to order a copy
  - **NO**: OR

- **[Book]**

- **www.abdn.ac.uk/library/**
• **You’ll need to stop and carefully consider**

Is the material you want to use covered by another licence?

OR

Is there a copyright exception which covers what you want to do

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- Make up to 250 photocopies of any article from newspapers, for internal management or teaching purposes.
- Make copies "with a view to their projection by illumination on to a screen", e.g. onto slides or overhead projection transparencies, for the same purposes.
- Transmit copies to staff or students by fax for the same purposes.
- No need to report on CLA scanning spreadsheet.
TV & Radio Broadcasts (ERA Licence)

- Permits recording of TV and Radio broadcasts
- Broadcasts made under the ERA licence may be used in MyAberdeen **BUT** access must be restricted to users in the UK
- See **Making the most of audio and audio-visual recordings under the ERA Licence**
- Pre-1989 VHS recordings generally excluded due to difficulties in determining licensing conditions
No licence available?

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Copyright Exceptions

• New exception - Illustration for Instruction (Section 32)

• New exception (Section 36) Copying for use by educational establishments
Illustration for instruction

• Short extracts of non-textual material may be used but it must illustrate a specific teaching point and not just to make the presentation more attractive.

• The source must be fully acknowledged

• Materials must be stored in a password-protected environment and limited to a specific cohort of learners
Illustration for Instruction (ii)

• Range of materials covered extended to include clips from DVDs and films, music, broadcasts and materials from websites can be included in presentations and on the VLE

• Amount of material used is reasonable, appropriate to the context and not sufficient to negatively impact on sales of the original material
What is fair dealing?

• You are allowed to make a copy of *limited extracts* of copyright work
• The use must be non-commercial
• Full attribution must be given
• No definition of what constitutes a “fair” amount
• Assessment should be based on whether the use of the work could have a financial impact on the copyright holder.
Copying & use by educational establishments

• Section 36.

• Allows an educational establishment to copy a maximum of 5% of a work per annum provided:

• No licence is available to cover the work (e.g. if it is excluded from the CLA licence)

• For electronic materials, the licence takes precedence unless the limits stated under the licence are less than that provided by the exception
Special Cases

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• Images can be used for the purpose of “Illustration for Instruction” provided the use is “fair”. This means:

• Its use does not negatively impact on the market for the original material.

• The source must be acknowledged

• Low-resolution images should be used where possible

• Permission must be sought unless published under a creative commons licence or sourced from a royalty-free site
A word about websites

- Material on free-to-view websites is still subject to copyright restrictions
- Provide a link to the home-page of a webpage
- Clearly acknowledge the source, listing URL and copyright holder wherever possible
- Any use of website material and images beyond fair dealing limits should only be used with the permission of the site owners. Check permission or copyright link or contact the site directly.
DVD’s You-Tube Clips

- Clips from DVD’s, You-Tube or other sources can be placed in MyAberdeen, either directly or as part of a recorded lecture provided
  - The use fulfils the criteria of “illustration for instruction”
  - The extent of the work used is “fair” and non-commercial
  - The use will have no economic impact on sales of the original
  - The source is fully attributed
Thanks for listening

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