**Instructions**: Complete a row below for each piece of 3rd-party content in your course. You do not need to document content that you link to on public websites (e.g., YouTube) or Alkek Library databases. Refer to the examples below for guidance and then delete the examples when you are ready.

Learn more about issues related to copyright at Alkek Library’s [Copyright Research Guide (Libguide).](http://guides.library.txstate.edu/c.php?g=184026&p=1219337)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Media Type | Item/Title | Copyright Owner or Source | Is item permission or licensed?2 | If not, how do you justify your use? | Justification/Notes |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
| [[1]](#footnote-1)The following are a variety of examples: | | | | | |
| Movie clip | 5-min. clip from Good Morning Miss Toliver | FASE Contact: Nancy Miller, [nmiller@fasenet.org](mailto:nmiller@fasenet.org); 4/11/08. New contact: [toneill@fasenet.org](mailto:toneill@fasenet.org) | Yes | NA | 10/09/12 Permission granted for 100 students over 3 semesters--no fee. Hidden documentation of email exchange is posted to Resources in course site.  4/14/14 FASE renewed permission for 3 more semesters. Updated documentation in course site. |
| Student work | Literacy Library student work samples | A Taylor T Neill  E Bennett | Yes | NA | 6/9/14 Student emails granting permission are posted to Resources in course site (hidden from students). |
| Graphic | Archimedes Lifting a Stone | Mechanics Magazine [Public domain via Wikimedia Commons] | NA | Public domain | <http://commons.wikimedia.org/wiki/File:Archimedes_lever_(Small).jpg>. Used graphic on the last page of Archimedes Infinite Sequences PowerPoint |
| Pre/post diagnostic tests | Learning Mathematics for Teaching (LMT) | Merrie Blunk, PhD, Project Manager, Designing an Integrated Assessment System, University of Michigan | Yes | NA | 4/19/12 Email on server verifies permission. Contact info for M. Blunk is <http://sitemaker.umich.edu/lmt>  610 E. University, Rm. 1600 Ann Arbor, MI 48109-1259 (734) 615-7632 |
| Book Chapter | Jackson, J. M. (2009). Reading/writing connection. In R. F. Flippo & D. C. Caverly (Eds), *Handbook of College Reading and Study Strategy Research* (2nd Ed.) (pp. 145-173). New York, NY: Routledge. | Library owns a copy of the book | NA | Fair use (see note) | 2/14/14: Email from University Copyright Officer saved as a hidden PDF in Resources of course site: "*Yes the use of one chapter from one book is within fair use standards. Keeping material on e-reserves or course management systems from semester to semester has been considered a gray area but the Georgia State case (now on appeal) indicated keeping materials up semester to semester was considered fair use as well – e.g. once fair use/always fair use standard. So with that in mind I would agree that scanning and posting these two chapters would be fine and within fair use parameters*." |
| EXAMPLE: image | Laura Ingalls Wilder and Me | [Flickr URL](https://www.flickr.com/photos/juliejordanscott/7999605737/in/photolist-dbU55R-bvgT1N-apsvgK-7hdGGE-c5RqbN-c5RpWw-c5Rq6J-77Vshr-5K6xH5-35uT69-35uVou-6JB5CF-8yw5zG-2f3GoP-8yt3hF-8yt3aZ-7Xybbp-8Pa1LM-9niXfN-8npC2f-2xefg-7h9Q42-6JmwqV-7h9U3H-7h9Rz8-7h9SKD-NskMx-7h9Nve-6JF9M3-9niX6Y-2TKZKc-bvu9RN-2TQpRY-3gFxcp-7h9yNg-bJoV3r-NrTQf-8nprgj-3gFXUv-6JqD9u-WA9w2-8nmiED-8nprk9-35wHxw-6JFffd-EyFqb-6JB53F-6LYqpS-6LUf4T-6LYpDf) | Creative Commons—Some Rights Reserved | NA | See <https://creativecommons.org/licenses/by/2.0/>:  **Attribution** — You must give [appropriate credit](https://creativecommons.org/licenses/by/2.0/), provide a link to the license, and [indicate if changes were made](https://creativecommons.org/licenses/by/2.0/). You may do so in any reasonable manner, but not in any way that suggests the licensor endorses you or your use.  **No additional restrictions** — You may not apply legal terms or [technological measures](https://creativecommons.org/licenses/by/2.0/) that legally restrict others from doing anything the license permits. |

2An item is **“permissioned”** when you have obtained usage permission from a copyright holder. Sometimes, this is explicitly provided at their website or within the content you wish to use. Other times, you may have to email or contact the copyright holder to receive written permission. You can add a reference to the written permission in the Justification/Notes column. It can also refer to levels of copyright (see creativecommons.org) or it’s possible public domain status. **“Licensed”** means that you have purchased the rights to use the material (e.g., software, online textbook supplements.)

1. To insert additional rows before the examples, place your cursor in the last cell of the previous row, and click “Table>Insert>Rows Below.” [↑](#footnote-ref-1)