Copyright Information

The Creighton University libraries comply with all applicable copyright laws and related guidelines. This page provides basic guidance regarding the photocopying of copyrighted materials.

The copyright law of the United States (Title 17, United States Code) governs the making of photocopies or other reproductions of copyrighted material. The [Guide to Policies of Creighton University](http://www.creighton.edu/fileadmin/user/president/docs/Guide.pdf) also contains information regarding copyright compliance and local expectations. The relevant sections of the Guide include:

* Copyrights of Digital Materials and Software (2.1.8)
* Fair, Responsible and Acceptable Use Policy for Electronic Resources (2.4.25)
* Software Media Control (2.4.42)
* Intellectual Property (4.2.3)

**Copyright Assistance**

The Health Sciences Library can assist you in obtaining copyright permissions. The University is also an institutional member of the [Copyright Clearance Center](http://www.copyright.com/) and their Academic Permissions Service (APS). This service helps obtain copyright permissions for reserves and other uses. Faculty may log on to CCC Online or contact the Library for assistance. If the publication isn't included in the CCC, we will contact the publisher for you. Departments are responsible for all copyright fees.

**Fair Use**

Section 107 of The Copyright Act of 1976 provides certain exceptions to the copyright holder's exclusive rights. Under Section 107, photocopies of copyrighted materials may be made for purposes such as teaching, scholarship, or research without infringement. Section 107 lists four factors to be considered in determining whether a particular use is 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; and
4. The effect of the use upon the potential market for or value of the copyrighted work.

**Course Reserves**

In addition to the Fair Use guidelines, the Library adheres to the following provisions in determining acceptable duplication for the Course Reserves collection:

* Materials on reserve will include a copyright warning or notice.
* It is preferable to link to materials already legally available at another site rather than scanning or making a digital copy.
* No photocopies of consumable works can be placed on reserve.
* Access to materials on E-Reserves should be restricted (by password or otherwise) to students enrolled in the specific courses.
* Students should not have access to materials on E-Reserves after the completion of the course or academic term.
* All materials should include a proper citation to the source.
* For print reserves, there is a limit of five copies of a single article.
* Materials should be included in reserves only at the request of the instructor.