

What does the new Access Copyright licence mean for me as a Brock instructor?

What can I do under the licence?

Provided the work you want to use is covered by the licence and the amount is within the limits of the licence (see below for details), you can, for example:

- Make a digital copy of a print work and post it on Isaak/Sakai
- Make a digital copy of a print work and email it to students
- Compile a print course pack
- Put a print copy of a work on Library reserve
- Give students a handout of a copy of a work
- Copy certain digital works and provide the copies to your students online or in print.

What materials does the licence cover?

The licence applies to all published works within Access Copyright's repertoire:

- To check if a print work is within Access' repertoire, you need to search its Exclusions List - search by publisher and title. If the work or publisher is not on the list, you can assume that it is within Access' repertoire.
- To check if a born-digital work is within Access' repertoire, you need to use its Look up Tool. You'll need the ISBN/ISSN and the name of the publisher.

What limits do I have to abide by?

For course collections (i.e. materials provided to students as part of a course), the limits are:

- Up to 20% of a work, or
- An entire newspaper or journal article
- An entire book chapter (provided it is not more than 20% of the book)
- A single short story, play, poem or essay from a published work that contains other works
- An entire entry from a reference work (e.g. encyclopaedia, dictionary, bibliography)
- An entire reproduction of an artistic work (e.g. a drawing, painting, photograph) from a published work that contains other works
- An entire newspaper or journal page.

For all other copies, you can copy up to 10% of a work, or an entire article, chapter, short story etc.

What conditions do I have to comply with?

In addition to the limits explained above, you must comply with the following conditions:

- You can only distribute copies made under the licence to Brock faculty, staff and students or persons at other institutions which have a licence with Access Copyright
- You can only copy from a work multiple times for the same course if the total amount of copying does not exceed the 20% limit
- You can't store copies so as to create a library of works, except as part of a Course Collection
- All copies must be from lawfully obtained copies and must not violate any contractual terms
- All copies must be faithful and accurate reproductions
- For digital copies, you must also ensure that they are only saved to or posted on a Brock network or website, such as Isaak/Sakai and are segregated by individual course of study.

Other uses, such as sharing copies of works with non-Brock colleagues or saving digital copies to a USB stick or in an online storage solution may be possible under Brock's e-journal and e-book licences or under the fair dealing exception. For further information, contact: copyright@brocku.ca

Will there be any oversight of copying done under the licence?

The licence requires Brock to participate in a survey and/or further reporting to be designed by Access Copyright and the Association of Universities and Colleges of Canada. This survey will respect privacy legislation, will not seek access to email and to the extent reasonable, it will only collect anonymized data. Further details will be provided as they become available.

What if I want to copy something which is not covered by the licence or goes beyond the licence limits?

If a work is not within Access Copyright's repertoire, you may still be able to copy it under a University licence, the fair dealing exception or other exceptions under the *Copyright Act*. For more information, contact: copyright@brocku.ca

If you want to copy more than 20% of a work, Access Copyright can issue you a transactional licence for an additional fee, if the total amount is no more than 25%. Contact: permissions@accesscopyright.ca

Who do I contact if I have questions about any of this?

- For Isaak/Sakai questions – contact cpi@brocku.ca
- For Library reserves – contact reserve@brocku.ca
- For general copyright inquiries – contact copyright@brocku.ca