

The screenshot shows the Milner Library website for Illinois State University. At the top, there is a red header with the library logo and name. Below the header is a navigation bar with a home icon and links for 'Library Materials & Help', 'Class Materials', 'Unique Collections', 'School Library Program', and 'Support Milner'. A search bar is located in the top right corner. The main content area features a 'Copyright Information' section with a paragraph about Dane Ward, the designated copyright agent. Below this paragraph is a list of links, including 'Copyright question submittal form' and 'Copyright Milner Library LibGuide'. To the right of the main content is a 'Quick Help' section with a chat window and icons for 'Chat', 'Email', and 'Text'. A black arrow points from the top of the page to the 'Library Materials & Help' link. A black arrow points from the 'Copyright question submittal form' link to the text 'Copyright question submittal form'. A green arrow points from the 'Copyright Milner Library LibGuide' link to the text 'Copyright Milner Library LibGuide'.

MILNER LIBRARY
Illinois State University

Library Information My Accounts Contact Milner

Search across all library resources

Search only this site

Library Materials & Help Class Materials Unique Collections School Library Program Support Milner

Home: [Library Materials](#)

Ask Us
Find Materials on Your Topic
New Materials
Purchase Requests
Citation Management Tools
Citation Guides
How to Borrow Materials
Subject Librarians
Subject Guides
Tutorials/Help

Copyright Information

Dane Ward, Interim Dean of Milner Library, is the designated copyright agent for Illinois State University. In this capacity, Dean Ward is the contact person for questions concerning the use of copyrighted material. Faculty, staff and students at Illinois State may use the form below to submit questions to the Milner Library Copyright Committee. Receipt of query will be acknowledged within 24 hours, with most questions being answered within five working days. For information on applying for copyright, contact the University Research Office.

- [Copyright question submittal form](#)

The following web sites may be helpful in understanding copyright:

- [Copyright Milner Library LibGuide](#)
- [Copyright Clearance Center](#)
- [Columbia University Libraries](#)
- [Copyright Crash Course-University of Texas](#)
- [Fair Use--Center for Social Media](#)


Quick Help

Chat is online.

Available Milner Librarian

Type here to chat.
Press ENTER to send.

Chat Email Text



MILNER LIBRARY

Illinois State University

Milner Library » Guides » Copyright
[Admin Sign In](#)

Copyright

Tags: [author rights](#), [checklist tips copyright](#), [crash course](#), [fair use](#), [graduate school](#), [transformativeness](#)

Resources about copyright and fair use.

Last Updated: Feb 12, 2013 | URL: <http://ilstu.libguides.com/libguides/Copyright> | [Print Guide](#) | [RSS Updates](#) | [SHARE](#) [f](#) [t](#) [e](#)

[Home](#)
[Fair Use](#)
[Graduate School Checklist Tips](#)
[FAQ](#)
[Faculty](#)
[Authors](#)
[ISU-related LibGuides](#)
[Tools](#)
[Glossary](#)

Other Copyright Resources

- [U.S. Copyright Office-Library of Congress](#)
- [Stanford University Copyright & Fair Use Center](#)
- [Columbia University Copyright Advisory Office](#)
- [Copyright Crash Course-University of Texas](#)
- [Patents, Trademarks, and Copyrights](#)

Comments (0)

What is Copyright? Literally, it means the right to copy.

From the U.S. Copyright Office:

"It is a principle of American law that an author of a work may reap the fruits of his or her intellectual creativity for a limited period of time.

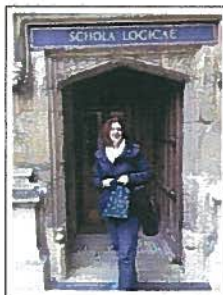
Copyright is a form of protection provided by the [laws of the United States](#) for original works of authorship, including literary, dramatic, musical, architectural, cartographic, choreographic, pantomimic, pictorial, graphic, sculptural, and audiovisual creations.

The term has come to mean that body of exclusive rights granted by law to authors for protection of their work.

The owner of copyright has the exclusive right to:

- Reproduce, distribute, and, in the case of certain works, publicly perform or display the work
- Prepare derivative works
- Perform the work publicly by means of a digital audio transmission (in the case of

Copyright



Sarah Dick

Tips for Graduate School Copyright Checklist

Obtaining copyright permission(s) as required by the Graduate School [Checklist](#) may seem tedious and perhaps unnecessary when an item is fully cited and credited to its original author--even if it is your own writing! However, the increasing legal complexity abounds within copyright; past practices are no longer a reliable guide for current/evolving requirements.

- **Images**

- This is an excellent resource--for instance, ARTstor provides 'upfront' permission/use for use of images found within their database, in theses/dissertations
 - [Image Resources Guide](#)
- Images through galleries and/or directly from artists need written permission; some gallery sites state their policy--look under 'terms of use' or 'permissions'.

- **Ownership/Copyright holder(s) of Published materials:**

- For books--carefully read the Copyright page or CIP: Cataloging-in-Print. The publisher and contact information is listed; occasionally the copyright holder is also listed.
- For journal articles--the rights and permissions signed by an author upon acceptance for publication can be quite varied. Even if you are the author, you and/or your co-author(s) may/may not have retained all aspects of copyright. The permission must be in your name.
 - The [Copyright Clearance Center](#) is efficient for starting. Start with the search box in the middle of the page and simply follow along. At some point there is generally an area that you may check 'use in a thesis or dissertation'. Be prepared--more than likely there will be a fee.
- Sometimes one can find the copyright holder within the [U.S. Copyright Office](#)
 - Although this site is for only "Works registered and documents recorded since 1 January 1978" it is worth a try; often a hint to locating your author comes through information about the author's other works, records etc.

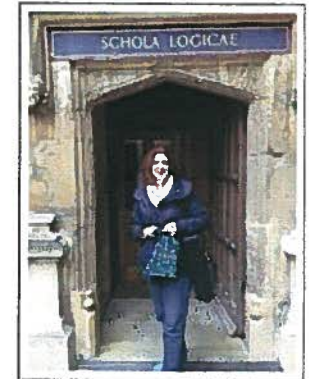
- **For surveys, instruments, tools, questionnaires**

- Many, many of these are long-standing, well-known within the discipline, and widely-publically-available through Google etc. however, that does *not* mean these are within the public domain. It is surprising how many developers/authors retained their copyright.
 - Try this: [Tests and Measures](#) It is a list found under the LibGuide for Psychology

- **Work that you produced for an employer or on a grant--some of the 'issues':**

- You will need to doublecheck the terms of the grant such that your educational use--for your theses and/or dissertation--is allowed. If you are unsure, can't find that particular clause within the grant language, etc. check with the grant provider and/or ISU--Research and Sponsored Programs (309)438-7913
- Work produced while an employee--ISU or other--may be subject to policies/procedures under "work-for-hire" and/or Intellectual Property and as such will require exacting permissions.
 - "Work-for-hire" may apply even to a course syllabus

Subject Guide



Sarah Dick



Contact Info

Milner Library, Office 415
(309) 438-2860
[Send Email](#)

Links:

[Profile & Guides](#)