



Division of the General Counsel, Governance and Compliance

			7 101220		15.12.2020
	Content Delivery/Information Manager		General Counsel		GCGC

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- Sound and music recordings;
- Films;
- Broadcasts; and
- Published editions, i.e. the typographical layout of a literary, dramatic or musical work.

4.1.4 No formalities need to be observed in the UK for a work to receive copyright protection; protection automatically applies to all works recorded in any form provided that they meet certain requirements, which vary depending on the nature of the works.

4.2

4.2.1 The general rule is that the first owner of copyright will be the author. Exceptions to this rule include works made by a person in the course of their employment which will normally be owned by their employer.

4.2.2

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- 4.5.1 The University holds several licences from rights holders that allow others to use copyright works under the conditions imposed by the licence.
- 4.5.2 All Library Online Resources are subject to the terms and conditions of use as set out in the licence at the point of downloading any content; licence information is also available from the Library catalogue for individual journal titles.
- 4.5.3 The Copyright Licensing Agency (CLA) HE Scanning Licence allows for limited copying from print and digital publications owned by the library (books and journals) for use in teaching – generally one chapter or up to 10% of a work, whichever is the greater.
- 4.5.4 The Library operates a central scanning service for copying under the CLA licence for course provision as all scanned content must be recorded and reported to the CLA.
- 4.5.5 The Newspaper Licensing Agency (NLA) Media Access Licence allows for the circulation of press cuttings from the UK national and regional newspapers as well as UK news websites.
- 4.5.6 The Educational Recording Agency (ERA) Licence allows for the recording and storage of UK television broadcasts and for the use Box of Broadcasts (BoB).
- 4.5.7 The Motion Picture Licensing Company (MPLC) Licence allows for the showing of films in non-educational context.

4.6

- 4.6.1 Creative Commons (CC) is a non-profit organization that enables the sharing and use of creativity through free legal tools.
- 4.6.2 CC licences let the creator or rights owner change the copyright terms of their work from 'all rights reserved' to 'some rights reserved.'
- 4.6.3 Use of third party material where use is covered by a CC license will differ and so guidance should be consulted accordingly (see *Appendix A*).
- 4.7.1 Infringement is usually a civil offence with damages awarded by the court on a case-by-case basis and the impact of a copyright infringement can be costly.
- 4.7.2 Individual officers of an organisation can be held responsible and so individual employees could be held liable for infringement in certain circumstances.

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Policy title:	Copyright Policy
Date approved:	15 December 2020
Approving body:	General Counsel
Last review date:	
Revision history:	Version 7 101220
Next review date:	December 2021
Related internal policies, procedures, guidance:	Library Copyright Guideline P4/AMCID 3

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