

## Wallace Library's Electronic Reserve Policy

Wallace Library's electronic reserves provides access to supplementary course materials in support of RIT's academic mission.

The policy governing the current electronic reserves, as with all reserves, is based on the provisions of fair use of the United States Copyright Act of 1976. Section 107 of the Copyright Act expressly permits the making of multiple copies for classroom use. In determining fair use there are four factors:

- **Purpose:** the purpose and character of the use, including whether such use is of a commercial nature or is for nonprofit education purposes;
- **Nature:** the nature of the copyrighted work;
- **Amount:** the amount and substantiality of the portion used in relation to the copyrighted work as a whole; and
- **Effect:** the effect of the use upon the potential market for or value of the copyrighted work.

### Permissible items include:\*

- One book chapter or 10% of a book whichever is less
- Exams, quizzes, course notes, course syllabi or other items in which the copyright is held by the instructor
- Government publications
- Journal or newspaper articles. **One** article per volume **not** per issue. Journals have multiple issues to a volume.
- Unlimited persistent links to articles in databases RIT subscribes to
- Short poem (fewer than 250 words)
- Unlimited URL's to freely-accessible web content
- Materials in the public domain (published prior to 1923)

### Items not permissible under copyright practices include:\*

- Course packs or items from course packs
- More than one article from an entire volume of a journal. Journals have multiple issues to a volume.
- Required textbooks
- Items intended to be consumable in the course of study (such as workbooks, exercises, standardized tests, etc.)
- Print materials obtained through interlibrary loan
- Public domain materials that have been amended with criticism, interpretive essays, etc.

**\*Important note: Having materials password protected does not mean there is no copyright infringement.**

### Options for items not permissible under copyright practices:

- Is there an electronic copy of the book available?
- Is there another title that covers the same material that the Wallace Library has in an electronic format?