

POLICY ON USE OF COPYRIGHTED MATERIALS ON BLACKBOARD AND ERES

It is the responsibility of the University to develop copyright policy, to institute it in the organization, and to promote the policy to faculty, staff and students through training and by providing informational materials on US Copyright Laws. Any member of the University who does not follow the University copyright policies can be held personally liable. See <http://www.lmu.edu/special/copyright/lmucopyrightguide.pdf> for additional information.

The University Library maintains the ERes system as a service to those who develop content with materials that are copyrighted. The library acts as a central clearinghouse for copyrighted material by obtaining and maintaining records of release from the copyright holders.

Electronic Reserves (ERes) and Blackboard coexist with the recommendation of the Academic Technology committee that both continue to operate as complementary systems.

All copyrighted material with the exception of that material owned by the user, must be posted to ERes, not Blackboard. All copyrighted materials, whether they be slides, PowerPoint presentations, Excel graphs, scanned images, video or audio clips, must be used in ERes, in accordance with copyright guidelines.

Web materials may be linked within course content, but may not be “cut and pasted” into the faculty member’s Blackboard or ERes site. When using methods other than hyperlink references (HREF) to link to other sites or when using frames, permission needs to be obtained from the source.