



# © COPYRIGHT LAW INFORMATION RESOURCES

## Book Edition Quick Reference Guide DVD

© *Copyright: A Guide To Information and Resources, 3rd Edition, 2003*, replaces the second edition published in 1997. Consisting of 121 pages, it provides an overview of the Copyright Law and highlights those areas most applicable to education, training and libraries. Specific references are made to both print and non-print materials. Guidelines are provided to assist in determining whether the use of material or its reproduction might constitute an infringement of the law.

**The major content areas covered in the guide are:** Items Protected/Not Protected, Fair Use, Photocopying, Public Performance, Guidelines for Educational Uses of Music, Use and Reproduction of Audiovisual Works, Off-Air Videotaping, Closed Circuit Television Transmissions, Taping From Satellite, Using Copyrighted Video Programs, Instructional Broadcasting, Computer Software and Applications, CD/DVD-ROM & Laserdisc Technology, Guidelines for Educational Multimedia, The Internet and Distance Learning, Obtaining Copyright Permission, International Copyright and Highlights of Law Changes.

Commonly asked questions and their responses are found in many chapters. A comprehensive index provides easy access to topics of interest.

**Additional Resources:** The book also contains a Quick Reference guide, Glossary, Reference Citations, Bibliography, sources for Copyright Cleared Music, Public Domain Music, Clip Art and Performance and Recording Licensing agencies. Appendices include steps for developing an institutional policy statement, sample policies, sample permissions letters, suggested wording for copyright warning notices and a listing of FAX documents that may be ordered from the Copyright Office.

**Purpose:** The purpose of the guide is to provide a day-to-day copyright law reference for educators, trainers, librarians and media staffs.

## **Cost and Duplication Rights** **\*\* (See note, p.3)**

© *Copyright: A Guide To Information and Resources, 3rd Edition, (©2003).*

Soft cover, plastic binding - \$ 29.50 per copy (ISBN: 0-9666594-2-2)

Book in PDF File Format - \$ 50.00 (Write for quan. quote or Intranet/Server License info)  
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## **Quick Reference Guide, © 2003**

The *Quick Reference Guide* consists of the first seven pages of *Copyright: A Guide to Information and Resources, 3rd Edition*, and provides a condensed source for easy reference by teachers/instructors.. This guide includes the following topics in brief form: Works eligible for protection; rights of authors; penalties; photocopying; off-air videotaping; use of "home-use-only" video programs; use of video programs on closed circuit TV systems; taping from satellite or cable; making copies of computer software; copying from CD/DVD-ROM's; copying from the Internet; multimedia guidelines, distance learning and the TEACH Act and contact information for the Copyright Office in Washington.

## **Cost** **\*\* (See note, p.3)**

Quantity of 1-2- - \$ 3.50ea. + \$ 1.50ea. P&H (U.S. Mail, 1st Class)

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Quantity of 6+ - \$ 3.00ea. + \$ 3.00 P&H, **total**, for up to 10 copies; 11-20 - \$ 3.60;

21-30 - \$ 4.50; 31-40 - \$ 5.80; 41- 50 - \$ 6.50

## In-Person Presentations

Provide inservice sessions, seminars and conference presentations. Upon request, will provide topical outlines for 1, 2, 3 and 6 hour, Copyright Law information sessions that may be customized to meet the needs of the audience. Please write or call to request fee and scheduling information.

## Video Programs

**The following programs are available, with indexing, on a single, DVD.**

**Produced in cooperation with the Course Development & Web Services Department of the University of Central Florida. Each program is approximately 20 minutes in length.**

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**Program Format:** Each program consists of information presented by the author interspersed with questions/answers based on real life scenarios that are depicted.

**Copyright in the Age of Technology, Part 1.** Topics include: Purpose of the Copyright Law, rights of authors, how long copyright protection lasts, penalties, special privileges for educators, Fair Use and the photocopying guidelines.

**Copyright in the Age of Technology, Part 2.** Topics include: Off-air videotaping, use of "Home-Use-Only" video programs, rights of guests and invited presenters, video program use on closed circuit TV systems and videotaping students performing copyrighted works.

**Copyright in the Age of Technology, Part 3.** Topics include: Making copies of computer software, loading institutionally owned software on home computers, use of personally owned and institutionally owned software, utilizing scanners and digitizers, copying from CD/DVD-ROM sources and the Fair Use guidelines for producing multimedia productions.

**Copyright in the Age of Technology, Part 4.** Topics include: Guidelines for use of the Internet, linking to sites, web site creation, use of copyrighted materials in distance learning and how to keep up-to-date with changes in the Copyright Law.

## Cost and Use Rights **\*\* (See note below)**

**DVD Format:** \$ 125.00, includes all four video programs. (E-mail for quantity quote)  
**Shipping:** \$ 3.00 P&H, library rate or \$ 4.00, First Class mail

The preceding pricing includes closed circuit TV rights for use within a single school or on a single college or university campus. **(Does not include digital use rights or server use)**

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## **For Further Information**

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Please feel free to contact me by letter, at the above address, or to call my at-home office, P.M. (ET) or on weekends, FAX to the same number or e-mail me if you have any questions or are interested in scheduling on-site services. You may also leave a message on the answering system and I will be most happy to return your call.

## **Background**

I have clearly understood the need for concise, understandable information related to the Copyright Law. I have been acting as a national consultant since 1975. Since then I have worked with many state education and library departments and individual library and school systems. The materials I have made available are being used in all 50 states.

I am a presenter at national, state and local conferences and continue to make presentations directly to faculty, administration and staff of K-12, college, university and library systems.