Copyright Guidelines Flowchart

http://leddy.uwindsor.ca/copyright-guidelines-faculty-staff-students

Is the work protected by copyright (see Step 1)

NO

Proceed to copy

YES

Is there a digital lock protecting the work? (see Step 2)

YES

After reviewing Step 2, contact copyright@uwindsor.ca if you have questions

NO

Is copying of the work permitted by an exception in the Copyright Act? (see Step 3)

YES

Proceed to copy

NO

Does the University of Windsor have an existing license that allows you to link, copy or upload the work? (see Step 4)

YES

Link, copy or upload as per the terms of the license.

NO

Are there alternative materials freely available that could be used instead? (see Alternative Online Resources)

YES

Link, copy or upload from alternative online resources.

NO

Do you wish to seek permission from the copyright holder?

YES

Use the Leddy Library Copyright Clearance Service

NO

Do not copy.