

Web2Rights

Copyright Checklist

- Have you prepared:
 - A step by step plan of what your project is about?
 - What you want to achieve?
 - In what ways the project outputs will be accessible and usable over the shorter and longer term?
- Have you considered JISC funding conditions and how these are to be complied with when developing your copyright strategy?
- Have you identified all the different types of technology, services, software and content you will be developing, using and accessing?
- Have you identified all the different types of uses you and your users will make of the technology, services, software and content?
- Have you identified all the authors and owners of copyright who will be contributing to the development of the technology, services, software and the content as part of your project?
- Have you identified all of the third party content you wish to use and access, decided what you want to use it for and whether you need to seek permission?
- Are you using third party technologies, services or software for your content, and if so, are you aware of the conditions which will apply to content placed within the technology, services and software? Have you got mechanisms in place to ensure that third parties who you ask to contribute content are made aware of those terms and conditions?
- Have you considered your licensing strategy for making your technology, services, software and/or content available to your target audiences?
- Have you considered your licensing strategy for content developed during the project by contributors and third parties bearing in mind that you cannot grant more rights to others than the contributors and third parties have granted to you?
- Are you comfortable that the elements of the strategy mesh and will enable you and your target audience to use the technology, services, software and content in the way you wish over the shorter and longer term?
- If you are using third party content without permission (or if works infringing content might be placed on your technology, services or software by your users or any other third party) have you considered the level of the risk?
 - Have you thought about developing a notice and take down policy?
 - Have you investigated professional indemnity insurance?
 - Is your project one that is suitable to be made available to a limited audience from behind technological protection controls?