

Media Consent Form B: Submitted Media Items to Dalhousie University

Having submitted a media item for use, storage, or distribution by Dalhousie University, I hereby grant to Dalhousie University the non-exclusive right to use the media item in any medium (including negatives, slides, printed photographs, tapes, computer files, or any other analog or digital recording format) for the categories of uses selected or described in Section C below, provided that appropriate attribution and/or acknowledgment is made by Dalhousie as set out in section D below. I confirm that the media item is my original work, and that I have full authority to grant Dalhousie the rights set out in this document. I also confirm that I have obtained all permissions required for material used from other copyrighted material, and that I have obtained all other consents required by law and/or good ethical practice.

A. Personal Information *(This information is protected, and will never be used for any other purpose.)*

1. Name: _____
2. Category: Faculty Staff Student Other: _____
3. Department: _____
5. Email: _____
6. Phone: _____

B. Media Item Details *(Please be as specific as possible. This information is required to specifically identify the media item, including details about the subject and setting, and technical details such as filename, format, and equipment used.)*

1. Description: _____
2. Format: Photograph Video Audio Other: _____

C. Permitted Uses *(Please select all that apply. If no option is selected, the default will be "Administrative." Dalhousie will not use the image and /or voice recording for any other purpose without your prior consent.)*

1. Administrative: Made available or used within Dalhousie. Example uses: ID cards, printed directories or handbooks, intranets or private websites.
2. Publications: Made available or used externally on a not-for-profit basis. Example uses: marketing and promotional material (brochures, DVDs, videos, websites), annual reports, media releases, magazine articles.
3. Internal Education: Made available or used for educational purposes (including lectures, workshops, tutorials, lab or clinical skills demonstrations, grand round presentations) within Dalhousie. Example uses: tutorial case exhibits, lecture handouts, DVDs or videotapes on library reserve, internal media or learning objective libraries.
4. External Education: Made available or used for educational purposes external to Dalhousie on a not-for-profit basis. Example uses: external media or learning object libraries, journal articles, international projects.

D. Attribution Information *(Please provide details of how the media item should be attributed: i.e. @Jane Doe, 1990)*

E. Other limitations on Use *(Please list other limitations, such as time limits on use, in detail below)*

F. Signature

Date:
