



Dalhousie Libraries

COPYRIGHT ASSESSMENT WORKSHEET (PAGE 1 OF 2)

Assessment Date:		Assessed By:	
DESCRIPTIVE AND ADMINISTRATIVE INFORMATION			
File/Item Title:			
Reference Code:	Media Type:	Extent:	Digitized? <input type="checkbox"/> Yes <input type="checkbox"/> No
Deed of Gift? <input type="checkbox"/> Yes <input type="checkbox"/> No	Date of gift:	<input type="checkbox"/> Donor transferred intellectual property rights	
Materials in Public Domain <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Some material			
<input type="checkbox"/> Published	<input type="checkbox"/> Unpublished	<input type="checkbox"/> Published/unpublished mix	<input type="checkbox"/> Publication status uncertain
General Notes:			
MATERIALS TO WATCH FOR			
Publications, including published books and articles, reports and other documents published with ISBNs or ISSNs, and theses and dissertations: <input type="checkbox"/> Yes <input type="checkbox"/> No	Notes:		
Unpublished manuscripts created with intent to publish <input type="checkbox"/> Yes <input type="checkbox"/> No	Notes:		
Artistic or multimedia works <input type="checkbox"/> Yes <input type="checkbox"/> No	Notes:		
Correspondence with prominent literary, artistic, scholarly, or public figures <input type="checkbox"/> Yes <input type="checkbox"/> No	Notes:		
Correspondence with persons with a significant relationship to Dalhousie University <input type="checkbox"/> Yes <input type="checkbox"/> No	Notes:		
OWNER(S) ECONOMIC RIGHTS (SECTION "C" IN COPYRIGHT ASSESSMENT TOOL)			
Materials are commercially available elsewhere: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Uncertain	Notes:		
Materials were produced with commercial intent, whether realized or not: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Uncertain	Notes:		
The artistic or literary qualities of the material exhibit a high degree of skill and judgement: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Uncertain	Notes:		



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The informational content of the material could be commercialized: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Uncertain	Notes:
The author of the material is a prominent public figure for whom there may be a market for their unpublished works and associated ephemera: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Uncertain	Notes:
AUTHOR'S MORAL RIGHTS (SECTION "D" IN COPYRIGHT ASSESSMENT TOOL)	
Material is a highly creative work produced in digital form in an uncommon format that does not easily normalize into a standard digital access format. <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Uncertain	Notes:
Material is a highly creative work produced in an analog format that does not easily transfer to a digital preservation format and/or a standard digital access format. <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Uncertain	Notes:
OWNER'S HISTORY OF COPYRIGHT DEFENSE (SECTION "E" IN COPYRIGHT ASSESSMENT TOOL)	
The copyright owner has engaged in copyright litigation in the past. <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Uncertain	Notes:
AUTHOR/OWNER'S RELATIONSHIP WITH DALHOUSIE (SECTION "F" IN COPYRIGHT ASSESSMENT TOOL)	
The author / copyright owner is a donor of archival material to the University Archives. <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Uncertain	Notes:
The author / copyright owner has previously signed a license agreement with the university involving the online dissemination of their protected material. <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Uncertain	Notes:
The author / copyright owner is a donor to Dalhousie University. <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Uncertain	Notes:
The author / copyright owner is a prominent figure in the local community. <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Uncertain	Notes: