Program in Audiology and Communication Sciences
Copyright Overview for Reviewers of Capstones and Independent Studies

Background

- PACS students retain the copyright to their Capstone or Independent Study and authorize Becker Library to deposit the work in DigitalCommons@Becker (a digital repository).
- Capstones and Independent Studies are housed in the PACS Collection where they are full-text searchable and freely available online.
- The PACS Collection contains some of the most accessed materials in DigitalCommons@Becker; seven capstones were each accessed over 1,000 times in 2013.

As part of the scholarly community, it is important that we consider the rights of the student and others before posting the Capstones and Independent Studies in DigitalCommons@Becker.

Protecting the Rights of PACS Students

- We strongly encourage students to include a copyright notice on their title page as a reminder to future readers that their Capstone or Independent Study is protected under U.S. Copyright Law. They may use one of the following methods to note copyright:

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Copyright 2014 Jane Doe
©2014 Jane Doe
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- Students are also encouraged to note any images or figures that they create with attribution to themselves to avoid confusion as to copyright ownership.

Protecting the Rights of Copyright Holders

Based on discussions with Washington University General Counsel and current case law regarding Fair Use, students are required to obtain permission for copyrighted materials they plan to use in their Capstone or Independent Study. This is similar to publishers who require authors to obtain permission for copyrighted materials they wish to use in journal articles.

In addition to text, U.S. Copyright Law protects the following types of materials commonly found in scholarly work:

- Images
- Photographs
- Survey instruments, questionnaires, etc.
- Emails
- Figures, tables, charts*

These may come from:
- Textbooks
- Journal articles
- Websites, blogs
- Marketing materials from companies & other sources
*Note that data from inside tables, charts and figures can be used with proper citation/attribution and do not require permission. However, copying figures, tables or charts requires permission.

As a general rule of thumb, all images, figures, charts, tables or other non-text material should be labeled with a full description, attribution, and a “used with permission” notice if applicable.

As an alternative to use of copyrighted material, we encourage students to use the following when possible:

- Their photos, images, figures, charts, or tables.
- Works from the Public Domain.
- Works with an appropriate Creative Commons License.

If the material the students need for their Capstone or Independent Study is copyrighted, students are required to obtain permission in writing from the copyright holder and provide attribution. An email from the copyright holder is acceptable. Attribution alone is not sufficient.

Please confirm that permission in writing has been obtained from the copyright holder if the Capstone or Independent Study contains the following:

- Images or photos from an electronic or print source (website, textbook, journal article, company brochure or other source).
- Survey Instruments, scoring sheets or questionnaires from other researchers (used in entirety, snippets or adapted).
- Charts, tables and figures from an electronic or print source (website, textbook, journal article, company brochure or other source).
- Copies of emails.

Have questions? Need assistance?

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