



Jorum

Helping to build a community for sharing

Deposit Licence Overview

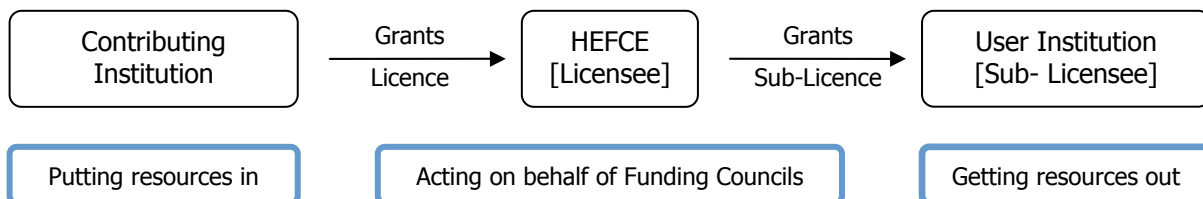
This document is intended to provide an overview of the Jorum Deposit Licence for *information purposes only*. **Please refer to and read the full Jorum Deposit Licence.**

Contributing resources to Jorum

Institutions from UK Further or Higher Education can sign up to the Jorum Deposit Licence in order to become Jorum Contributors. This allows them to put learning and teaching resources into the Jorum repository. They act as the Licensor [the organisation granting a licence]. Projects or individuals wishing to contribute must do so through a Deposit Licence signed by an institution.

HEFCE's role

HEFCE (Higher Education Funding Council for England) is the Licensee [the organisation to whom the licence is granted]. In turn HEFCE sub-licenses the resources to User Institutions [Institutions who have access to download and use the resources].



Managing the repository

HEFCE/JISC are permitted to manage the resources as part of the repository service. They will promote and make the resources available, as well as catalogue them.

Nature of the Licence

The Contributing Institution allows use of their resources by signing the Deposit Licence, which is:

- ▶ Non-exclusive – the contributing institution is not giving up copyright ownership and is free to use the resources in any way outside of Jorum that it chooses
- ▶ Perpetual – the resources are licensed freely in perpetuity to Jorum Users

Permissions granted and restricted

By signing the Jorum Deposit Licence institutions are able to contribute resources, which can be used for educational purposes only (**not** for commercial purposes).

Depositing institutions agree to a number of *permissions* for their resources. A selection includes:

- ▶ search, retrieve, display and download;
 - ▶ excerpt, annotate, aggregate and modify;
 - ▶ electronically save and print;
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- ▶ incorporate any part or parts of the resources in virtual learning environments.

Contributing institutions *restrict* a number of uses of their resources, these include:

- ▶ selling or reselling the resources;
- ▶ removing, obscuring or modifying copyright notices, or disclaimers as they may appear;
- ▶ using all or any part of the resources for any commercial use;
- ▶ displaying or distributing resources on the internet

What resources can be deposited?

Institutions can contribute resources which they own, or resources which they have permission to contribute [third party resources]. A full range of electronic learning resources can be contributed.

Responsibilities of the Depositing Institution

Depositing Institutions are responsible for clearing all Intellectual Property Rights owned by third parties in the deposited resources. They agree that HEFCE shall have no liability and that they will indemnify HEFCE against any and all direct damages, liabilities and claims incurred.

Staff members permitted to deposit resources

Depositing Institutions appoint certain members of staff to deposit resources on behalf of the institution. *Only named individuals* will be given depositor access. The staff must agree to terms and conditions when they access the system in order to deposit the resources.

Getting the Institution signed up to the Jorum Deposit Licence:

- ▶ Express your interest in contributing content through support@jorum.ac.uk
- ▶ Download the Jorum Deposit Licence and print two full copies
- ▶ Complete Schedule 1 on each Licence (details of staff who require depositor access)
- ▶ Get the licences signed by an individual authorised to sign on behalf of the institution (on each copy they should sign off Schedule 1 and the Licence Acceptance form)
- ▶ Send a copies to EDINA (keep a copy for your record)
- ▶ The Jorum team will process your request and contact the named contributors

Having signed the Deposit Licence, a new Schedule 1 should be completed for each additional project or department from the institution wishing to contribute resources.

Who can access the resources which have been contributed?

Institutions who have signed a Deposit Licence will need to sign up separately through JISC Collections in order to access, search, and download resources (this is known as Jorum User).

UK Further and Higher Institutions who wish to access Jorum User can register through JISC Collections for free. Teaching and support staff (not students) from signed up institutions can then get access to the resources via Athens. Staff from these institutions can use the resources according to the permissions granted in the Deposit Licence.

Useful links/resources

Register for JorumUK Depositor and read the full licence: <http://test.jorum.ac.uk/deposit/depositJorumUK.html>
Depositor Help, including licensing FAQs: <http://test.jorum.ac.uk/support/faqs.html>