

Copyright Policies

Course Overview

This course provides an overview of the copyright and related rights issues associated with developing an organisational or departmental copyright policy. It offers basic and practical training, giving participants the tools they need to understand how and why copyright policies are important, the importance of good rights management and what to do about copyright infringements.

Topics include: why is copyright important; what to do about infringements, the role of copyright policies and different types of copyright policies. It also explores how copyright policies can be successfully implemented and the creation of an environment whereby rights can be managed more effectively.

The course is aimed at professionals who already have a basic understanding of copyright and who want to further develop their knowledge. It offers practical training, giving participants the tools they need to embark dealing with rights in an analogue and digital environment. The course is fully supported by resources. Participants will also receive delegate workbooks.

Objectives

By the end of the course participants will have:

- Encountered the importance of good rights management
- Examined options to develop copyright policies and
- Understood the legal requirements of copyright and what to do about infringements
- Understood the procedures for achieving best copyright practice
- Considered shortfalls in their own policies regarding copyright and methods of improving them
- Discussed how to successfully implement their copyright policies and procedures
- Have seen and used authoritative copyright resources.

Participants

This course is suitable for both museum employees and volunteers who are:

- Establishing or improving rights management procedures within their museum
- Seeking an introduction to the principles of copyright within the context of caring for and interpreting collections

Training Methods

This course will deliver the objectives using a mix of presentations, practical exercises, discussions and one to one consultancy.

Preparation

Participants should have considered copyright practice within their own museums, and are encouraged to bring examples of their institution's copyright problems for discussion on the day.

Length of course

1 day