**The Implications of the Copyright Law as it relates to SUNY Fredonia and the Thompson Hall Copy Center**

**Printed Material**

1. Single Copying – for or by a teacher for his or her research or use in teaching or preparing for class may copy:
	1. One chapter from a book.
	2. One article from a newspaper or periodical.
	3. One short essay, story, or poem.
	4. One graph, chart, diagram, drawing, cartoon or picture from a newspaper, book, or periodical.
2. Multiple Copying – for or by a teacher not to exceed more than one per student in the class, providing:
	1. The qualification of brevity, spontaneity and cumulative effect are met.
		1. Brevity:
			1. Poetry – a complete poem of not more than 250 words on not more than two pages – or an excerpt of no more than 250 words on longer poems.
			2. Prose – a complete story, article or essay of not more than 2,500 words or an excerpt from a prose work of not more than 1,000 words, or 10% of the total, whichever is less, but a minimum of 500 words.
		2. Spontaneity:
			1. The copying is at the instance and inspiration of a single teacher and the decision to use this work for its maximum teaching potential is too close in time to request written permission.
		3. Cumulative Effect:
			1. The material to be copied is for one class only and cannot be recopied at any other time unless written permission is provided. Only one short poem, article, or essay or two excerpts of the same from the same author, no more than nine instances of multiple copying for one class.
	2. Each copy contains a notice that it is copyrighted.
3. Prohibitions
	1. Copying cannot be used to create, replace or substitute for collective works, compilations or anthologies.
	2. Copying cannot be made from consumable material (workbooks, tests, etc.).
	3. Copying cannot substitute for the purchase of materials or be directed by higher authority.

**Music (printed)**

1. Emergency copying with the understanding that the purchased materials will be substituted in due course.
2. For academic use other than performance single or multiple copies of excerpts provided that these do not comprise a performable unit (movement, aria, etc.), and are not more than 10% of the whole work. Only one copy per student. A notice of copyright must appear on the copy.
3. Prohibitions
	1. Copying cannot be used to create, replace, or substitute for collective works, compilations, or anthologies.
	2. Copying cannot be made from consumable material (workbooks, tests, etc.).
	3. Copying cannot substitute for the purchase of materials or be directed by higher authority.