ILL Copyright Reports

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Sonja Timmerman- Gustavus Adolphus College

This session

- Copyright file on a request
- Talk about copyright table
- Copyright reports
- How libraries use the reports

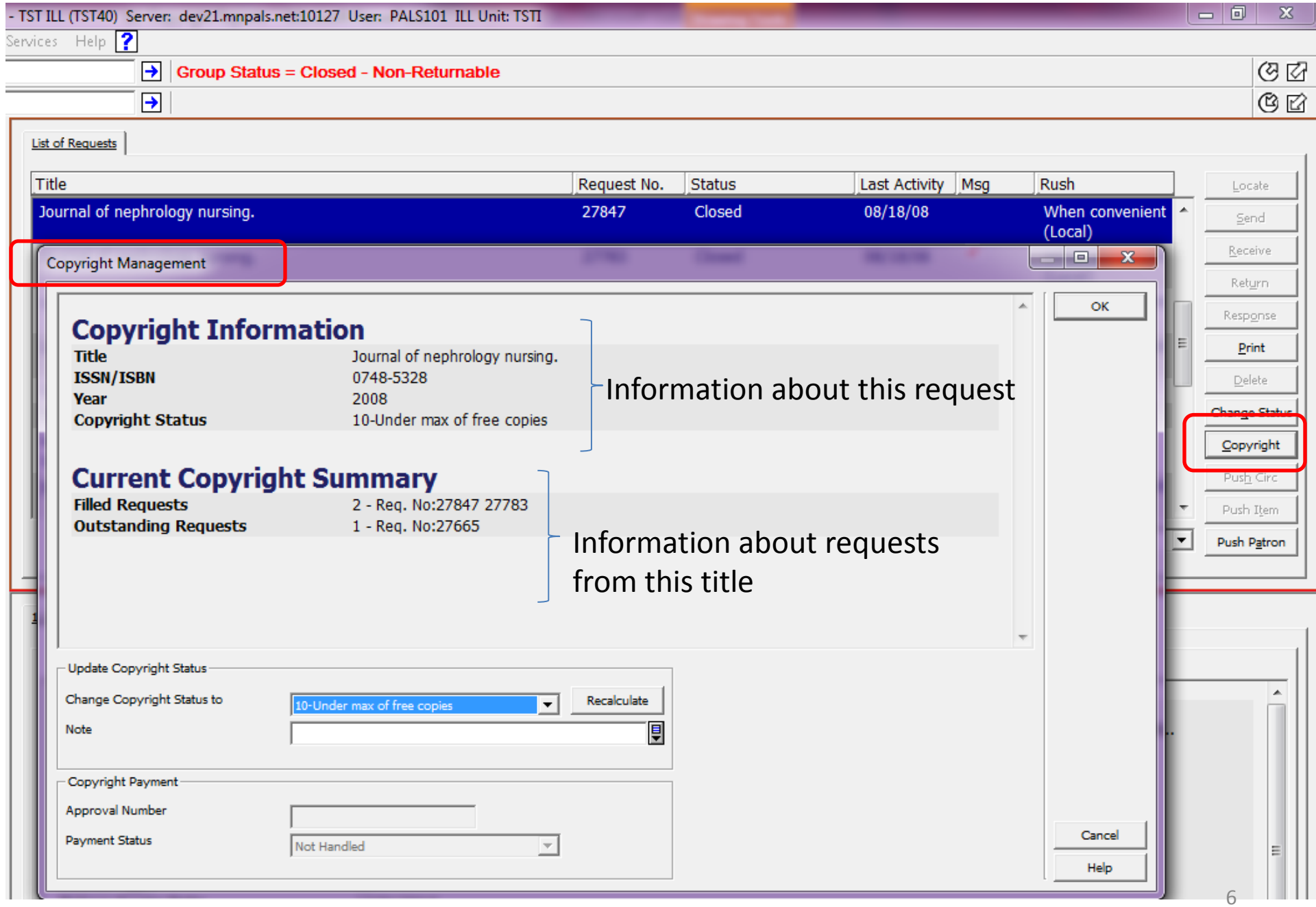
Won’t cover

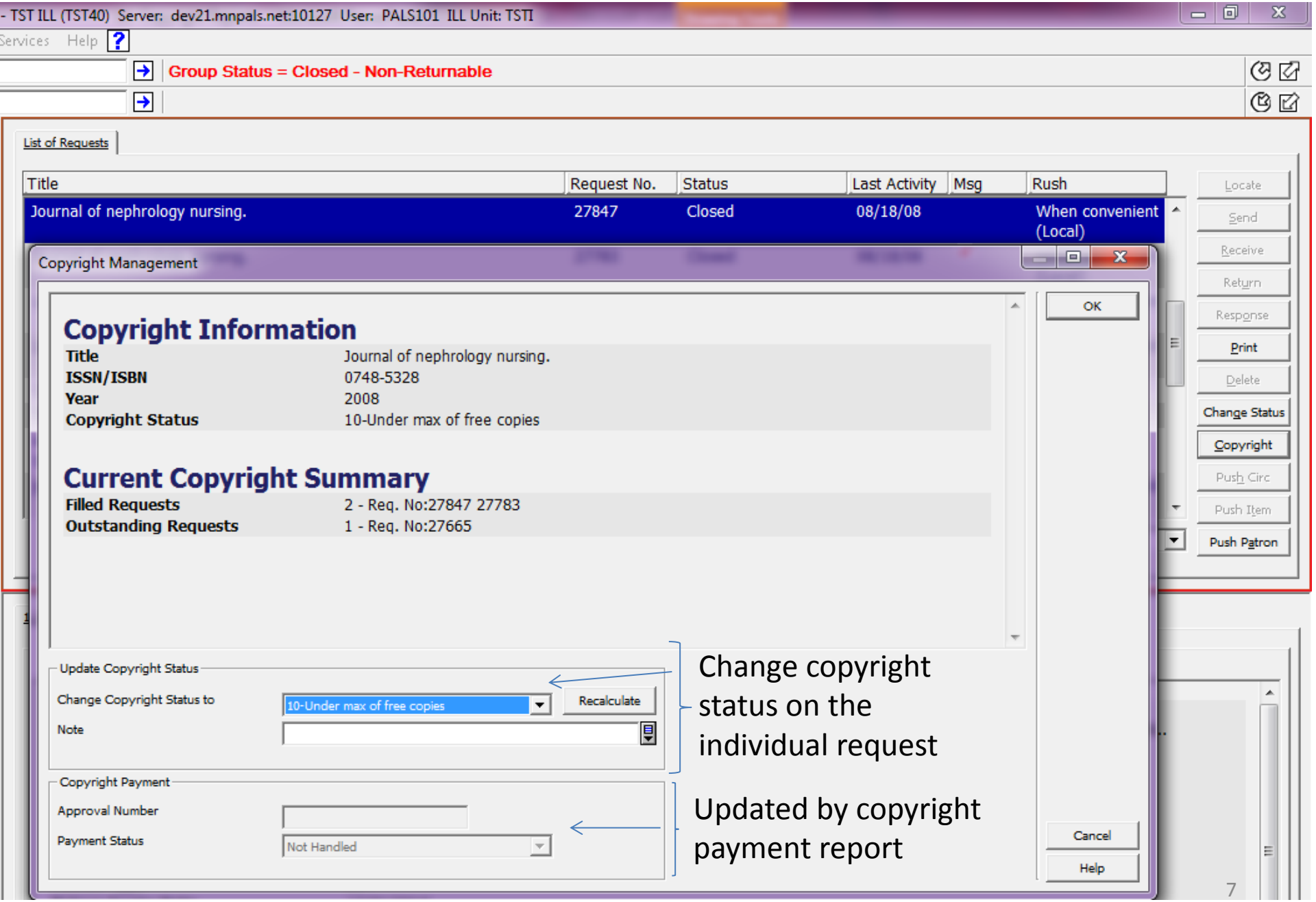
- Copyright law
- Copyright cases

Copy request

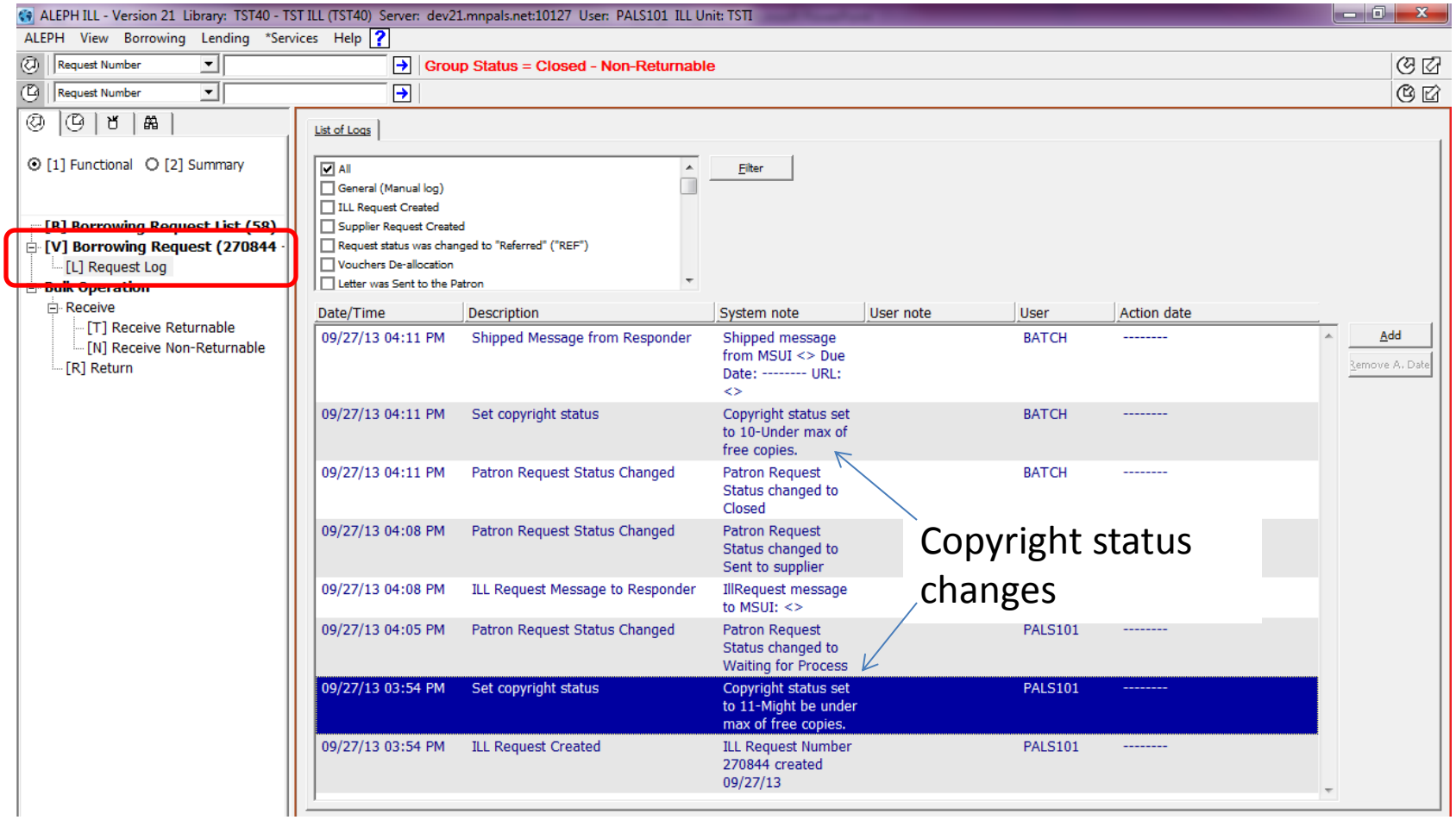
Copy request

- Copy request has a copyright designation
  - CCG Copyright Guidelines
  - CCL Copyright Law

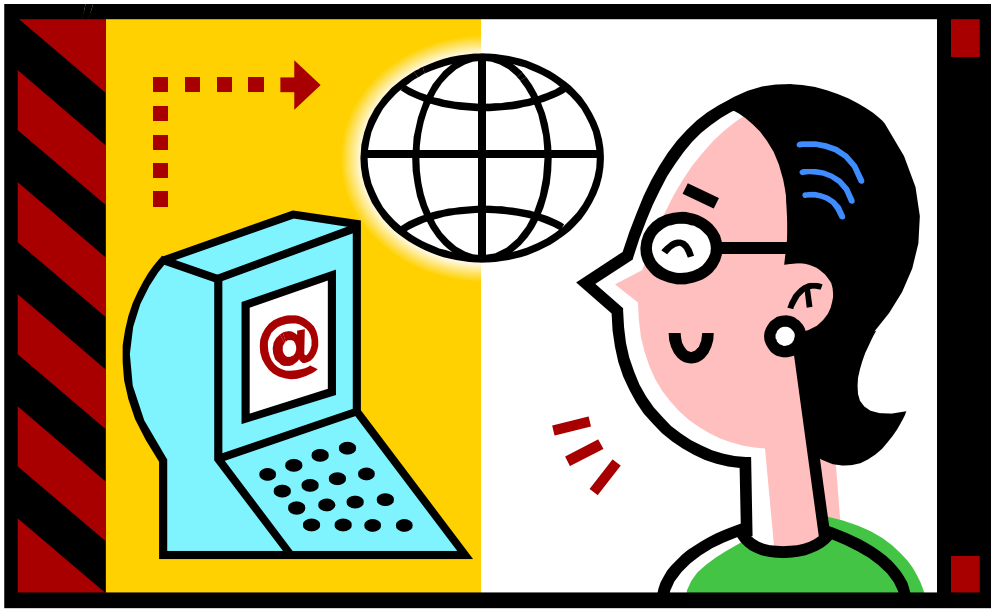

- TST ILL (TST40) Server: dev21.mnpals.net:10127 User: PALS101 ILL Unit: TSTI
Services Help
Group Status = Closed - Non-Returnable
List of Requests
Title
Request No.
Status
Last Activity
Msg
Rush
Journal of nephrology nursing.
27847
Closed
08/18/08
When convenient (Local)
Locate
Send
Receive
Return
Response
Print
Delete
Change Status
Copyright
Push Circ
Push Item
Push Patron
Copyright Management
Copyright Information
Title
Journal of nephrology nursing.
ISSN/ISBN
0748-5328
Year
2008
Copyright Status
10-Under max of free copies
Information about this request
Current Copyright Summary
Filled Requests
2 - Req. No:27847 27783
Outstanding Requests
1 - Req. No:27665
Information about requests from this title
OK
Update Copyright Status
Change Copyright Status to
10-Under max of free copies
Recalculate
Note
Copyright Payment
Approval Number
Payment Status
Not Handled
Cancel
Help


- TST ILL (TST40) Server: dev21.mnpals.net:10127 User: PALS101 ILL Unit: TSTI
Services Help
Group Status = Closed - Non-Returnable
List of Requests
Title
Request No.
Status
Last Activity
Msg
Rush
Journal of nephrology nursing.
27847
Closed
08/18/08
When convenient (Local)
Locate
Send
Receive
Return
Response
Print
Delete
Change Status
Copyright
Push Circ
Push Item
Push Patron
Copyright Management
Copyright Information
Title
Journal of nephrology nursing.
ISSN/ISBN
0748-5328
Year
2008
Copyright Status
10-Under max of free copies
Current Copyright Summary
Filled Requests
2 - Req. No:27847 27783
Outstanding Requests
1 - Req. No:27665
OK
Update Copyright Status
Change Copyright Status to
10-Under max of free copies
Recalculate
Note
Copyright Payment
Approval Number
Payment Status
Not Handled
Cancel
Help
Change copyright status on the individual request
Updated by copyright payment report

Request Log


ALEPH ILL - Version 21 Library: TST40 - TST ILL (TST40) Server: dev21.mnpals.net:10127 User: PALS101 ILL Unit: TSTI
ALEPH View Borrowing Lending *Services Help
Request Number
Group Status = Closed - Non-Returnable
[1] Functional [2] Summary
[V] Borrowing Request (270844
[L] Request Log
Receive
[T] Receive Returnable
[N] Receive Non-Returnable
[R] Return
List of Logs
Filter
All
General (Manual log)
ILL Request Created
Supplier Request Created
Request status was changed to "Referred" ("REF")
Vouchers De-allocation
Letter was Sent to the Patron
Date/Time
Description
System note
User note
User
Action date
09/27/13 04:11 PM
Shipped Message from Responder
Shipped message from MSUI <> Due Date: -------- URL: <>
BATCH
09/27/13 04:11 PM
Set copyright status
Copyright status set to 10-Under max of free copies.
BATCH
09/27/13 04:11 PM
Patron Request Status Changed
Patron Request Status changed to Closed
BATCH
09/27/13 04:08 PM
Patron Request Status Changed
Patron Request Status changed to Sent to supplier
09/27/13 04:08 PM
ILL Request Message to Responder
IllRequest message to MSUI: <>
09/27/13 04:05 PM
Patron Request Status Changed
Patron Request Status changed to Waiting for Process
PALS101
09/27/13 03:54 PM
Set copyright status
Copyright status set to 11-Might be under max of free copies.
PALS101
09/27/13 03:54 PM
ILL Request Created
ILL Request Number 270844 created 09/27/13
PALS101
Add
Remove A. Date
Copyright status changes

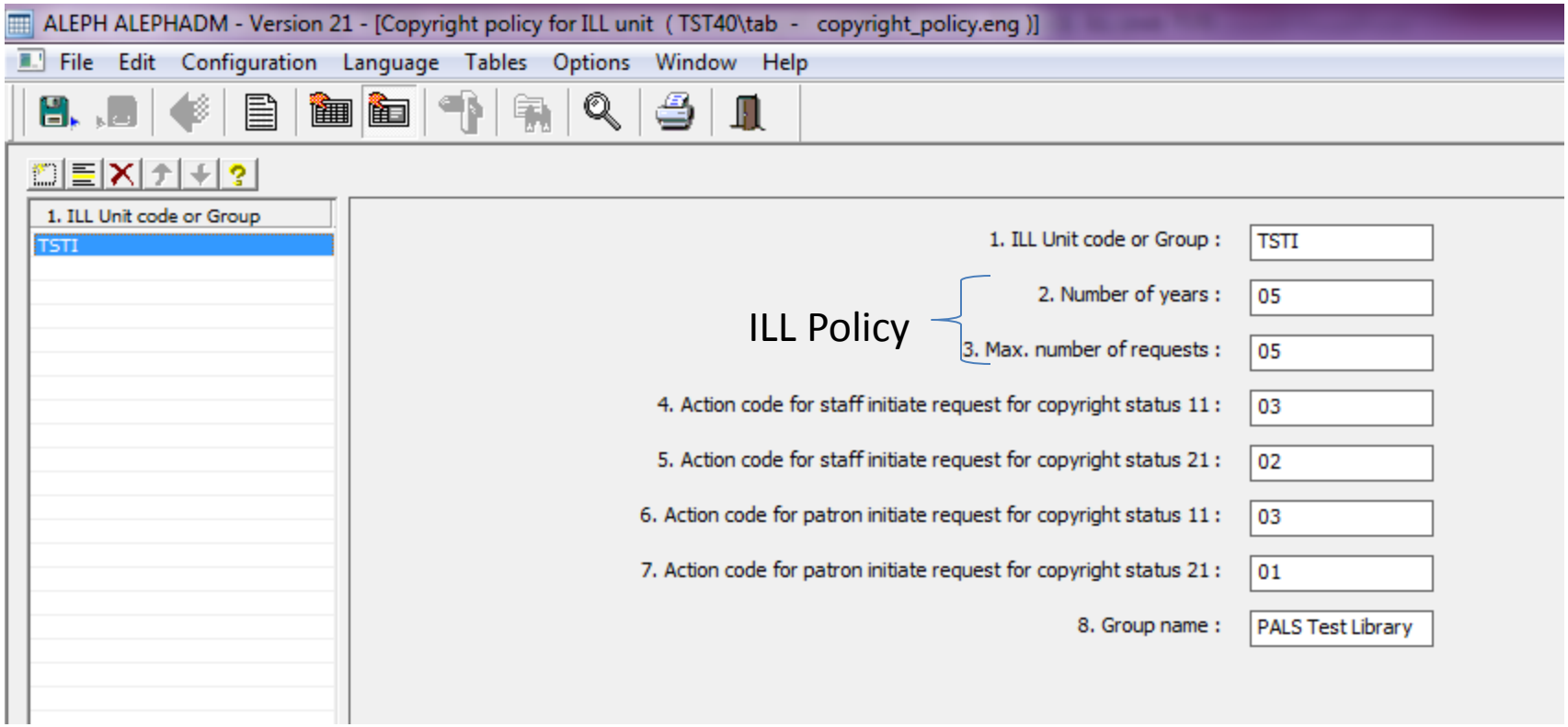
Copyright table



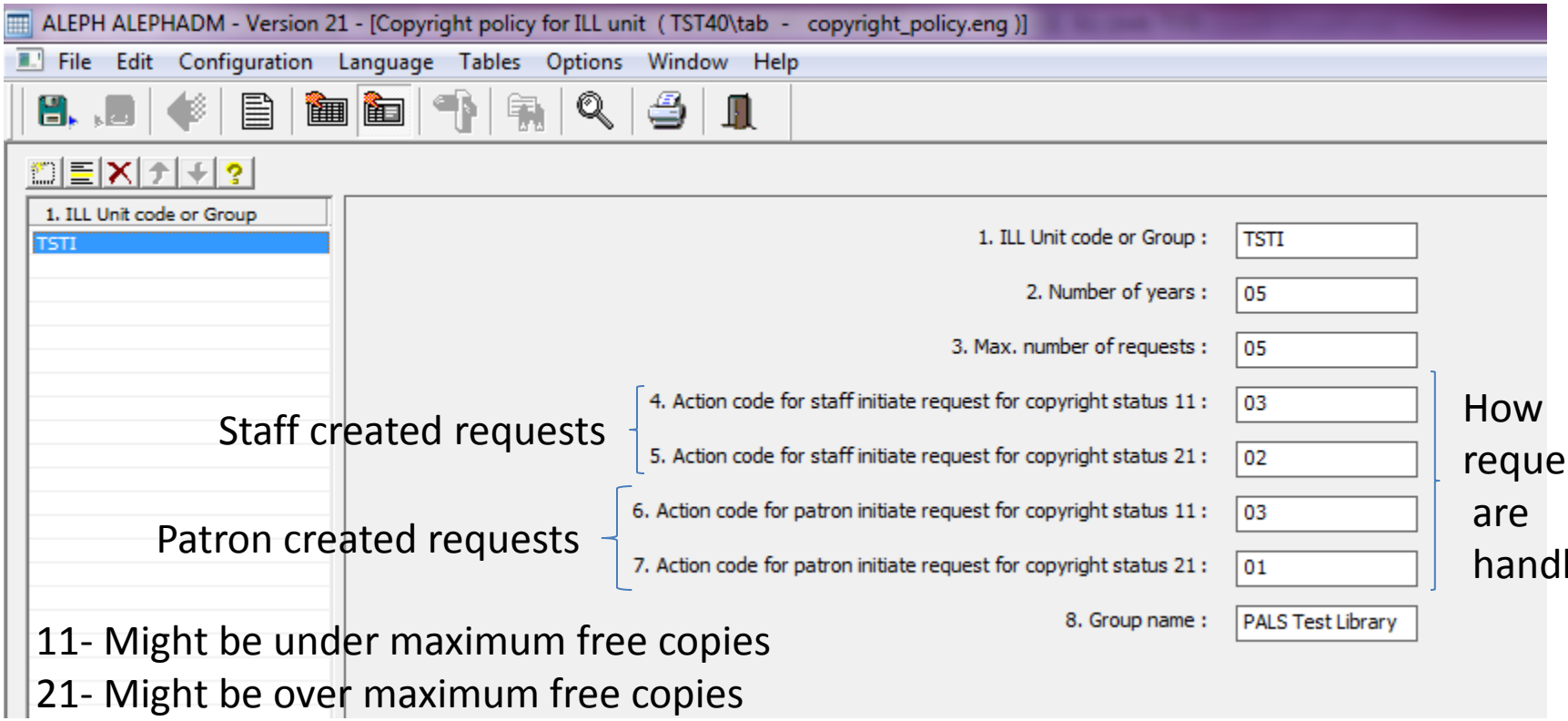
Copyright table

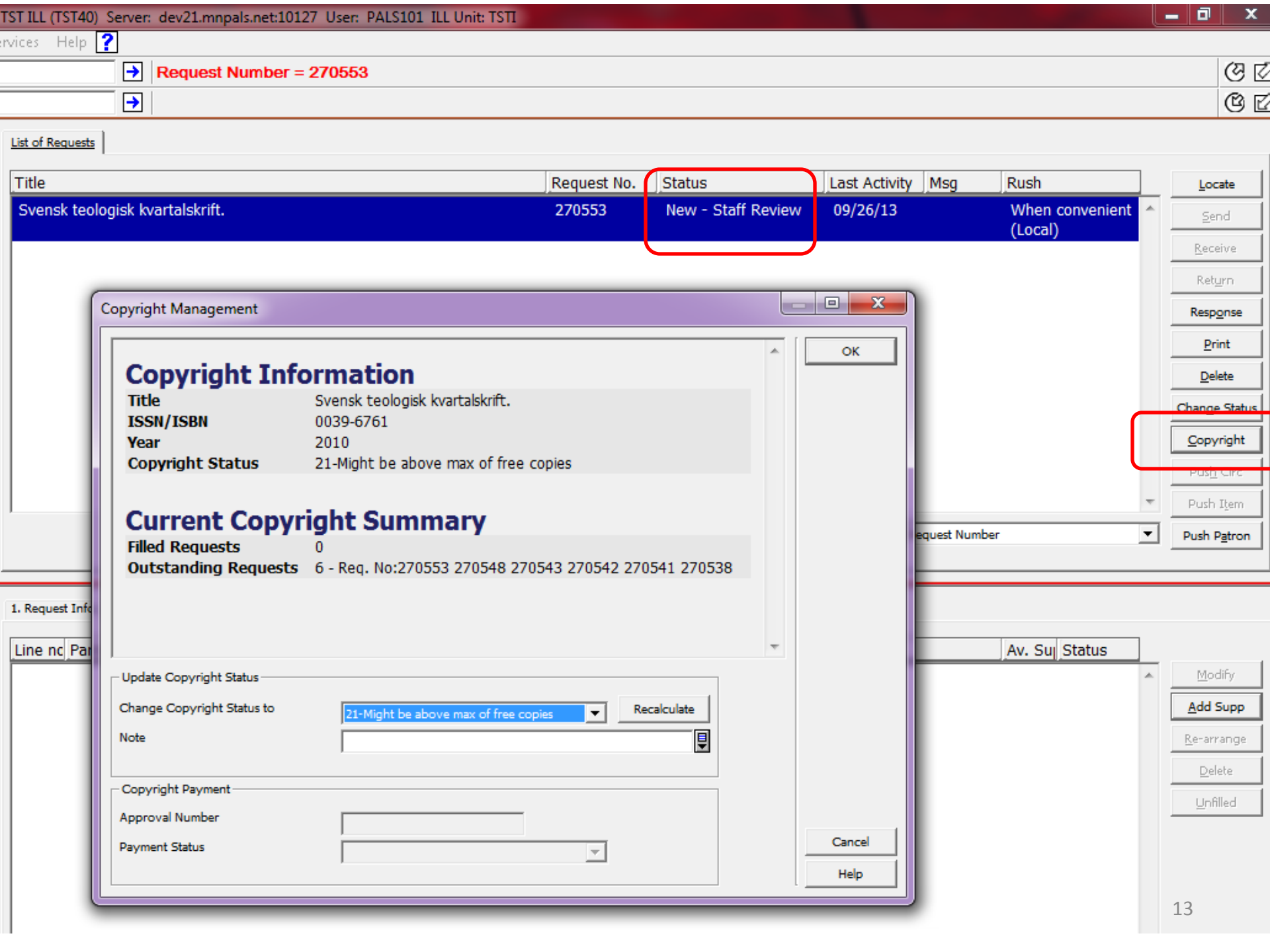
- Each library has a copyright table
  - Each ILL unit can have it's own policy
- Define copyright tracking
- Determine what happens when staff or patron created requests are at your copyright limit

Copyright table



Copyright table



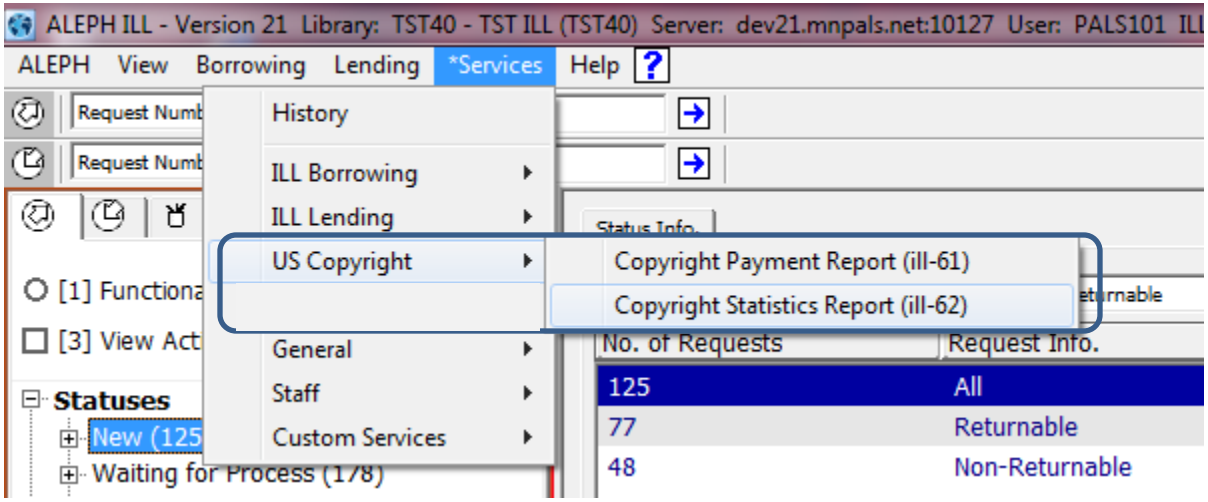

TST ILL (TST40) Server: dev21.mnpals.net:10127 User: PALS101 ILL Unit: TSTI
Request Number = 270553
List of Requests
Title
Request No.
Status
Last Activity
Msg
Rush
Svensk teologisk kvartalskrift.
270553
New - Staff Review
09/26/13
When convenient (Local)
Locate
Send
Receive
Return
Response
Print
Delete
Change Status
Copyright
Push Item
Push Patron
Copyright Management
OK
Copyright Information
Title Svensk teologisk kvartalskrift.
ISSN/ISBN 0039-6761
Year 2010
Copyright Status 21-Might be above max of free copies
Current Copyright Summary
Filled Requests 0
Outstanding Requests 6 - Req. No:270553 270548 270543 270542 270541 270538
Update Copyright Status
Change Copyright Status to
21-Might be above max of free copies
Recalculate
Note
Copyright Payment
Approval Number
Payment Status
Cancel
Help
Modify
Add Supp
Re-arrange
Delete
Unfilled

Copyright Reports

Copyright reports

- Copyright Payment Report (ill-61)
- Copyright Statistics Report (ill-62)

ILL Services-US Copyright



Copyright Statistics Report

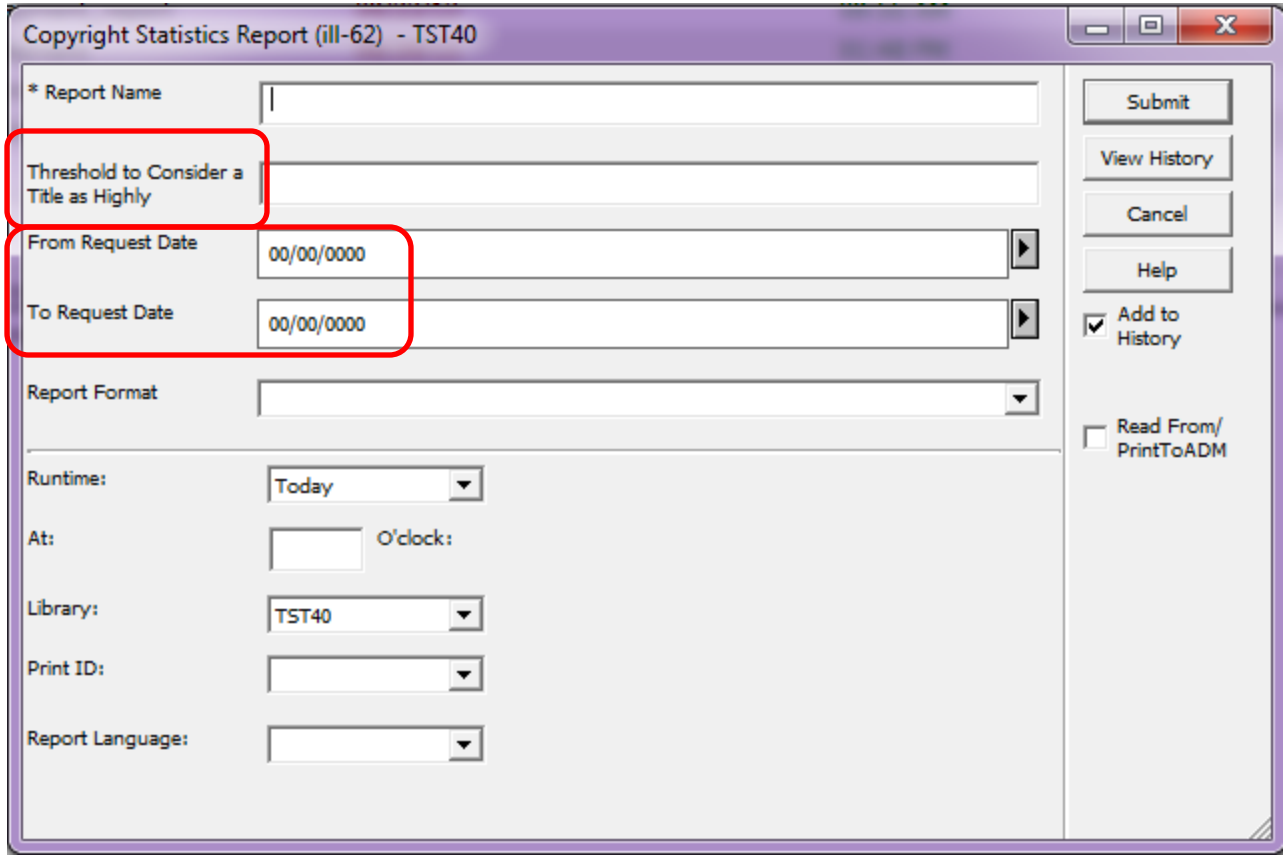
09/30/2013
copyright-statistic-report-00

Copyright Statistics Report

ILL Unit/Group: TSTI
Threshold: 3
From Request Date: 01/01/2013
To Request Date: 09/30/2013

ISSN/ISBN	Title	No of Requests	No of different Requesters
0882-5963	Journal of pediatric nursing.	7	4
1925-4040	Journal of nursing education and practice	7	3
0039-6761	Svensk teologisk kvartalskrift.	6	5
0735-6846	The Journal of humanistic counseling, education and development.	4	3
1543-849X1543-849X0098-25711	Automotive engineering international.	4	2

Copyright Statistics form



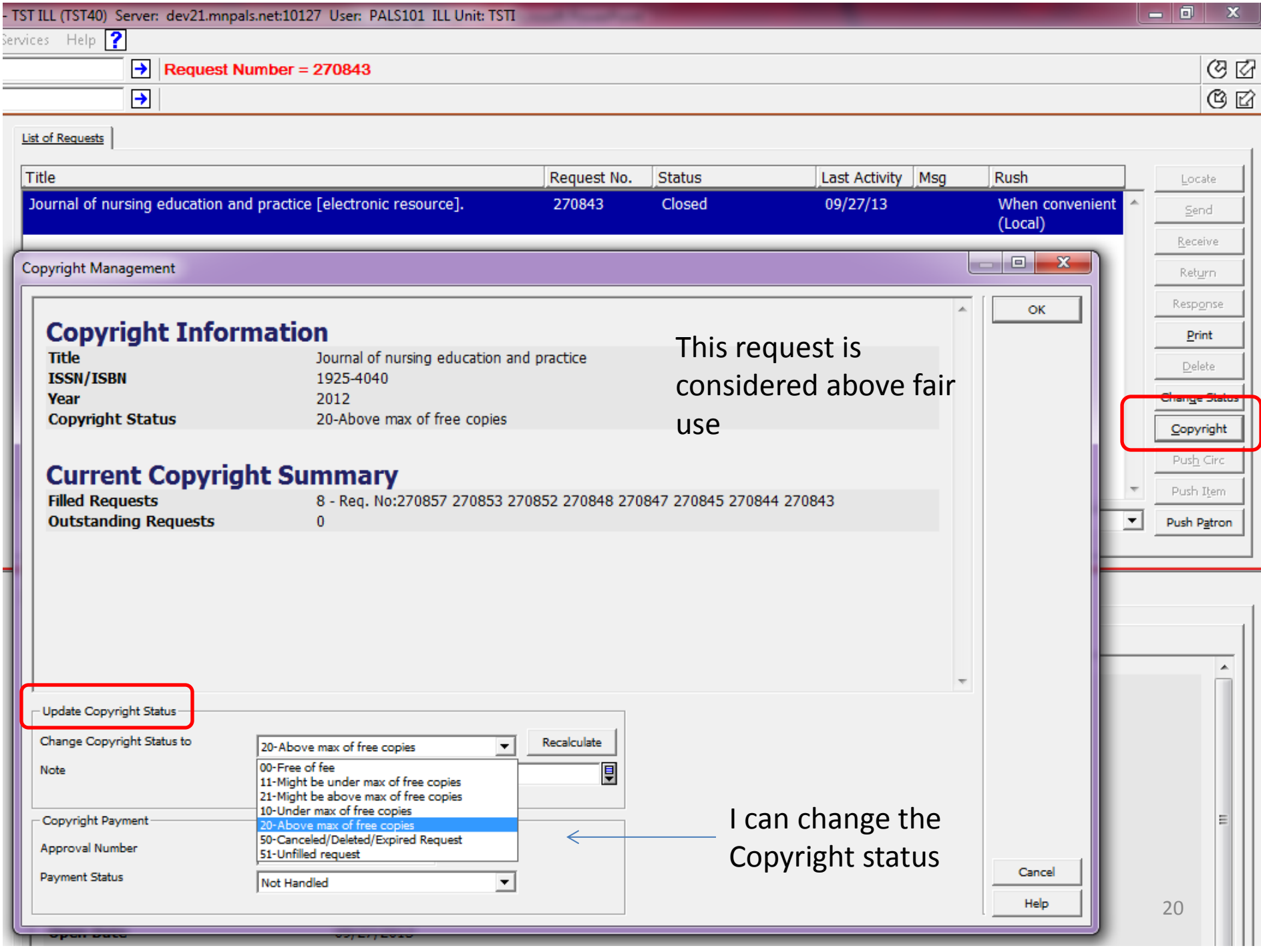
Copyright Payment Report

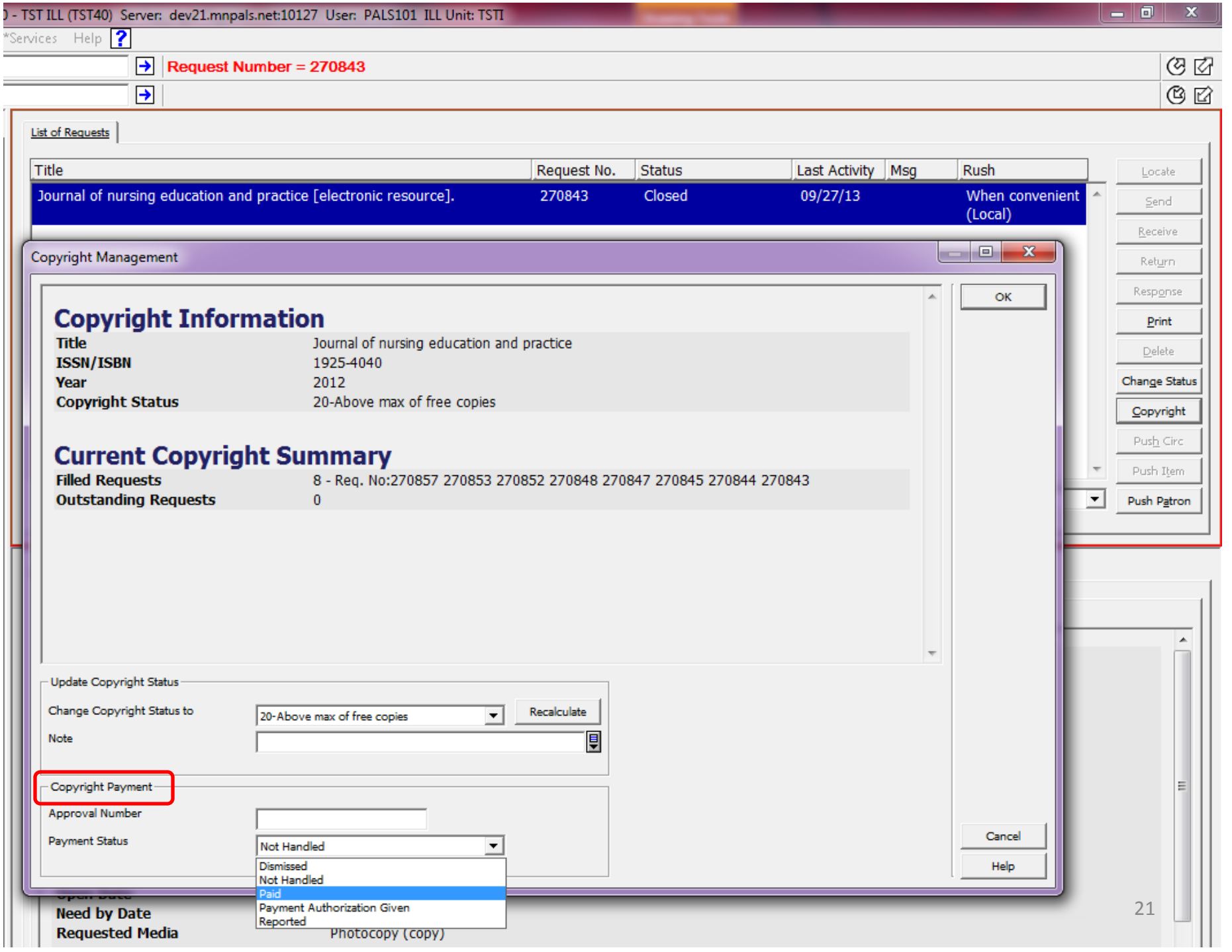
10/01/2013
copyright-payment-report-00

Copyright Report

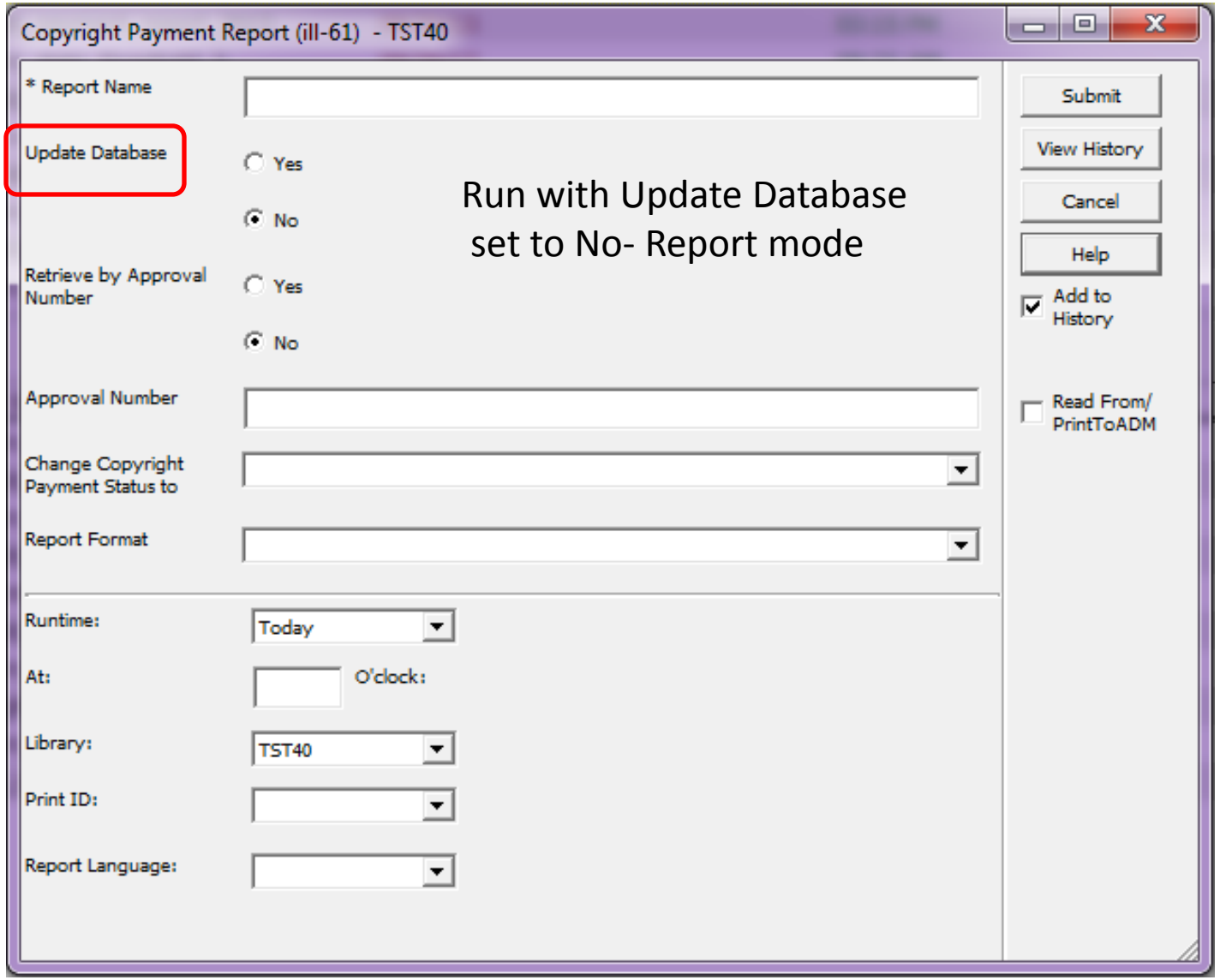
ILL Unit: TSTI
Update Database: No

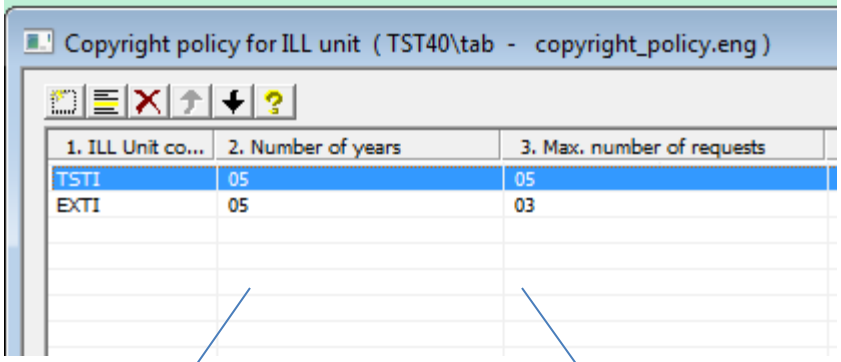
ISSN/ISBN	Title	Request Number	Fulfillment Date
1925-4040	Journal of nursing education and practice	270843	09/27/2013
1925-4040	Journal of nursing education and practice	270845	
1925-4040	Journal of nursing education and practice	270853	09/27/2013
0882-5963	Journal of pediatric nursing.	270813	09/27/2013
0882-5963	Journal of pediatric nursing.	270816	09/27/2013
0882-5963	Journal of pediatric nursing.	270817	09/27/2013
0882-5963	Journal of pediatric nursing.	270820	09/27/2013
0039-6761	Svensk teologisk kvartalskrift.	270538	09/26/2013

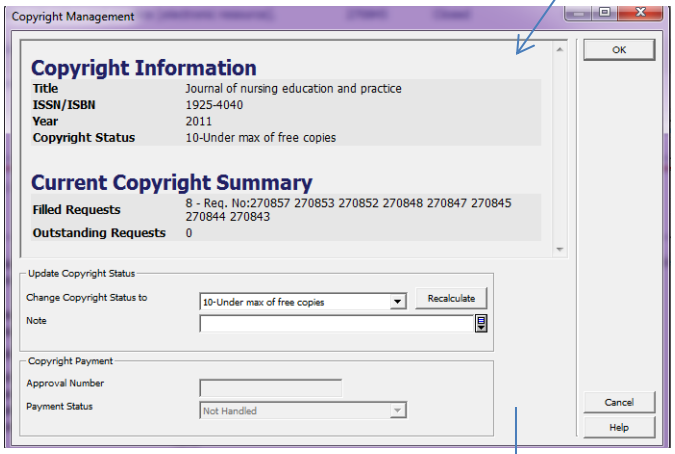

TST ILL (TST40) Server: dev21.mnpals.net:10127 User: PALS101 ILL Unit: TSTI
Request Number = 270843
List of Requests
Title
Request No.
Status
Last Activity
Msg
Rush
Journal of nursing education and practice [electronic resource].
270843
Closed
09/27/13
When convenient (Local)
Locate
Send
Receive
Return
Response
Print
Delete
Change Status
Copyright
Push Circ
Push Item
Push Patron
Copyright Management
Copyright Information
Title
Journal of nursing education and practice
ISSN/ISBN
1925-4040
Year
2012
Copyright Status
20-Above max of free copies
Current Copyright Summary
Filled Requests
8 - Req. No:270857 270853 270852 270848 270847 270845 270844 270843
Outstanding Requests
0
OK
This request is considered above fair use
Update Copyright Status
Change Copyright Status to
20-Above max of free copies
Recalculate
Note
00-Free of fee
11-Might be under max of free copies
21-Might be above max of free copies
10-Under max of free copies
20-Above max of free copies
50-Canceled/Deleted/Expired Request
51-Unfilled request
Copyright Payment
Approval Number
Payment Status
Not Handled
I can change the Copyright status
Cancel
Help

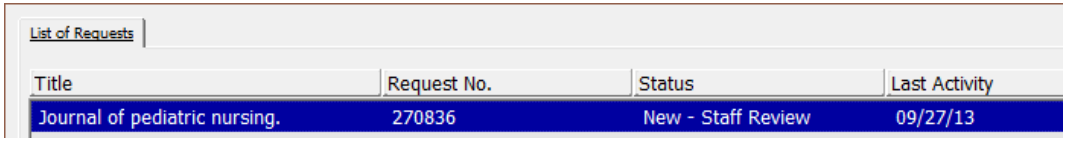

- TST ILL (TST40) Server: dev21.mnpals.net:10127 User: PALS101 ILL Unit: TSTI
*Services Help
Request Number = 270843
List of Requests
Title
Request No.
Status
Last Activity
Msg
Rush
Journal of nursing education and practice [electronic resource].
270843
Closed
09/27/13
When convenient (Local)
Locate
Send
Receive
Return
Response
Print
Delete
Change Status
Copyright
Push Circ
Push Item
Push Patron
Copyright Management
Copyright Information
Title
Journal of nursing education and practice
ISSN/ISBN
1925-4040
Year
2012
Copyright Status
20-Above max of free copies
Current Copyright Summary
Filled Requests
8 - Req. No:270857 270853 270852 270848 270847 270845 270844 270843
Outstanding Requests
0
OK
Update Copyright Status
Change Copyright Status to
20-Above max of free copies
Recalculate
Note
Copyright Payment
Approval Number
Payment Status
Not Handled
Dismissed
Not Handled
Paid
Payment Authorization Given
Reported
Cancel
Help
Need by Date
Requested Media
Photocopy (copy)

Copyright Payment Report form







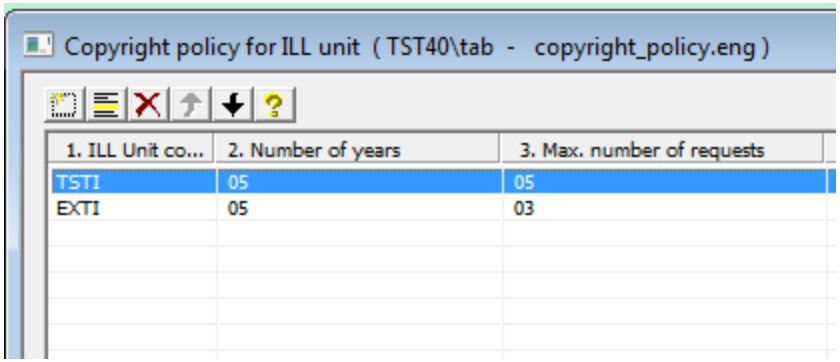


09/30/2013
copyright-payment-report-00

Copyright Report

ILL Unit: TSTI
Update Database: No

ISSN/ISBN	Title	Request Number	Fulfillment Date
1543-849X1543-849X0098-25711	Automotive engineering international.	265247	08/29/2013
1925-4040	Journal of nursing education and practice	270843	09/27/2013
1925-4040	Journal of nursing education and practice	270845	
1925-4040	Journal of nursing education and practice	270853	09/27/2013
0882-5963	Journal of pediatric nursing.	270813	09/27/2013
0882-5963	Journal of pediatric nursing.	270816	09/27/2013
0882-5963	Journal of pediatric nursing.	270817	09/27/2013
0882-5963	Journal of pediatric nursing.	270820	09/27/2013
0039-6761	Svensk teologisk kvartalskrift.	270538	09/26/2013
0020-7233	The International journal of environmental studies.	8081	04/30/2007



09/30/2013
copyright-statistic-report-00

Copyright Statistics Report

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Threshold: 3
From Request Date: 01/01/2013
To Request Date: 09/30/2013

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1925-4040	Journal of nursing education and practice	7	3
0039-6761	Svensk teologisk kvartalskrift.	6	5
0735-6846	The Journal of humanistic counseling, education and development.	4	3
1543-849X1543-849X0098-25711	Automotive engineering international.	4	2

Sharing

Patrice Conely, Bemidji State University

Sonja Timmerman, Gustavus Adolphus College

Peter Jarnstrom, Minnesota State University Mankato

Copyright Statistics Report-ILL-62 Uses

1.) Check for ownership
2.) Track copyright and pay royalties
3.) Review for collection development

09/30/2013
copyright-statistic-report-00

Copyright Statistics Report

ILL Unit/Group: TSTI
Threshold: 3
From Request Date: 01/01/2013
To Request Date: 09/30/2013

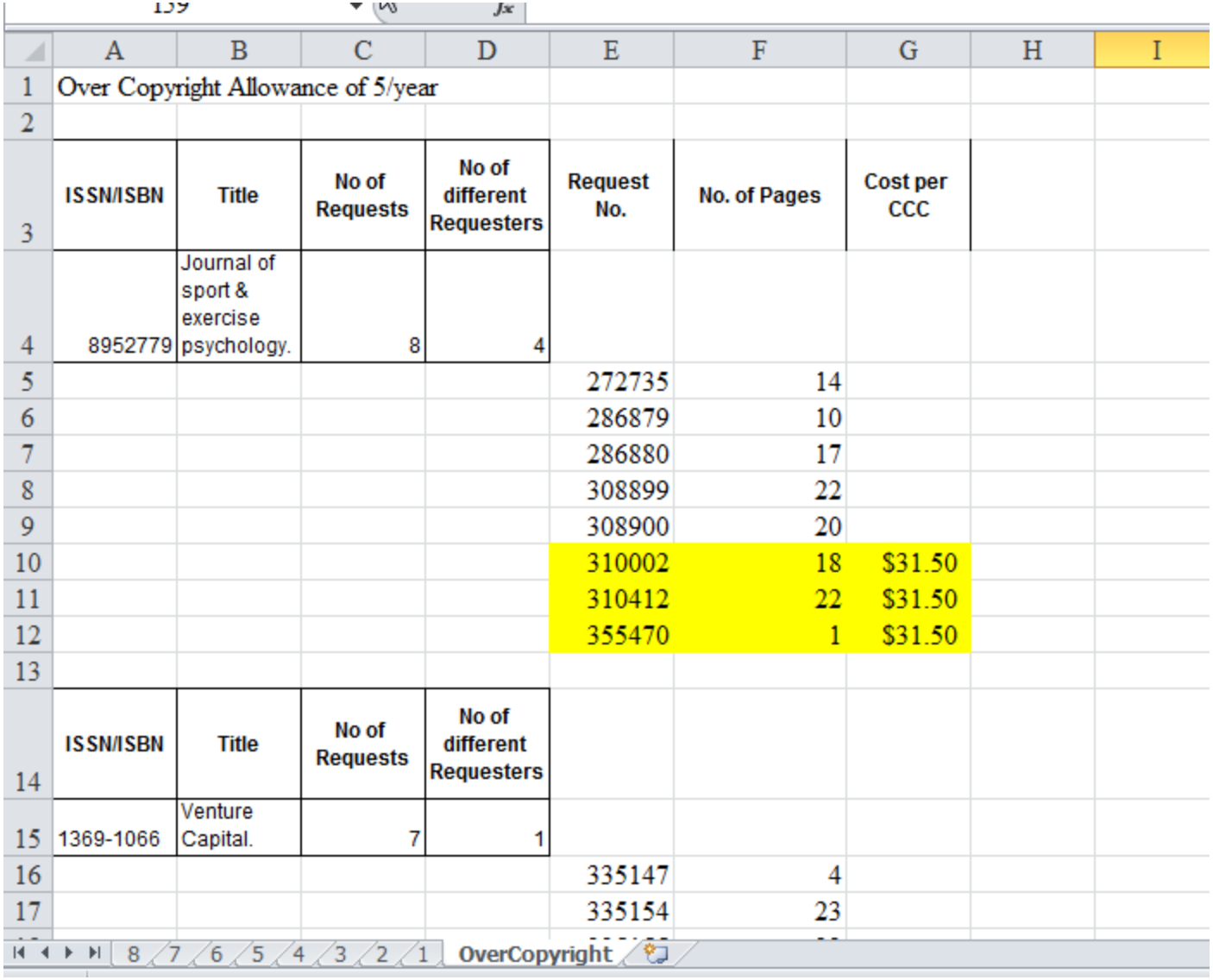
ISSN/ISBN	Title	No of Requests	No of different Requesters
0882-5963	Journal of pediatric nursing.	7	4
1925-4040	Journal of nursing education and practice	7	3
0039-6761	Svensk teologisk kvartalskrift.	6	5
0735-6846	The Journal of humanistic counseling, education and development.	4	3
1543-849X1543-849X0098-25711	Automotive engineering international.	4	2

Copyright Workflow

- Run ILL62
- Copy to Excel (select all, copy, paste into Excel spreadsheet)
- Data clean-up
  - Sort by Title, look for errors :
    - 2 entries for same title even though all same info
    - 2 entries for same title – ISSN hyphen
    - DOI instead of ISSN – check for same title
    - Missing ISSN – check to see if there are other entries

- Sort Journal Titles again by number of uses
  - Separate into worksheets, by number of uses
- Add request information
- Report to Copyright Clearance Center

Sample Excel Worksheet



	A	B	C	D	E	F	G	H	I
1	Over Copyright Allowance of 5/year								
2									
3	ISSN/ISBN	Title	No of Requests	No of different Requesters	Request No.	No. of Pages	Cost per CCC		
4	8952779	Journal of sport & exercise psychology.	8	4					
5					272735	14			
6					286879	10			
7					286880	17			
8					308899	22			
9					308900	20			
10					310002	18	$31.50		
11					310412	22	$31.50		
12					355470	1	$31.50		
13									
14	ISSN/ISBN	Title	No of Requests	No of different Requesters					
15	1369-1066	Venture Capital.	7	1					
16					335147	4			
17					335154	23			

8 7 6 5 4 3 2 1 OverCopyright

Copyright Tips

- GAC mostly uses the Copyright Statistics Report (ill-62).
  - Run a couple of times a semester
  - Run every January for previous calendar year
- Created documentation on the process
  - How to run the report in Aleph
  - Pay the fees in Copyright Clearance Center
  - Update Aleph requests

Copyright workflow

- Run the Copyright Statistics Report (ill-62)
  - threshold of 5
- Search borrowing requests using the ISSN
- Use the Copyright button to view all the filled requests.
  - Look at them as a whole and individually, using Fair Use, CONTU, copyright law and common sense to determine if we need to pay.

Copyright Fees Information Ledger

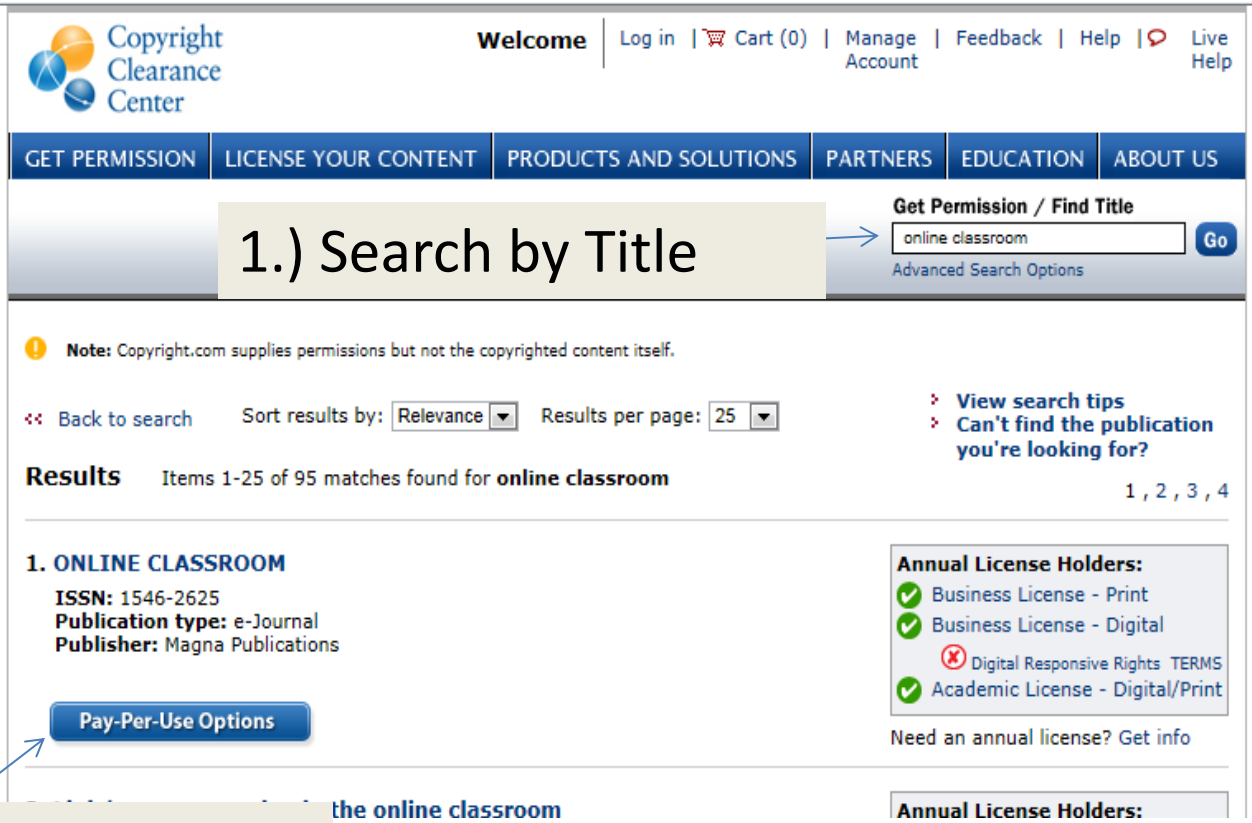
ISSN	Request Number	Publication Year	Total Pages	Copies	Marked "Paid" in Aleph?

Copyright Clearance Center

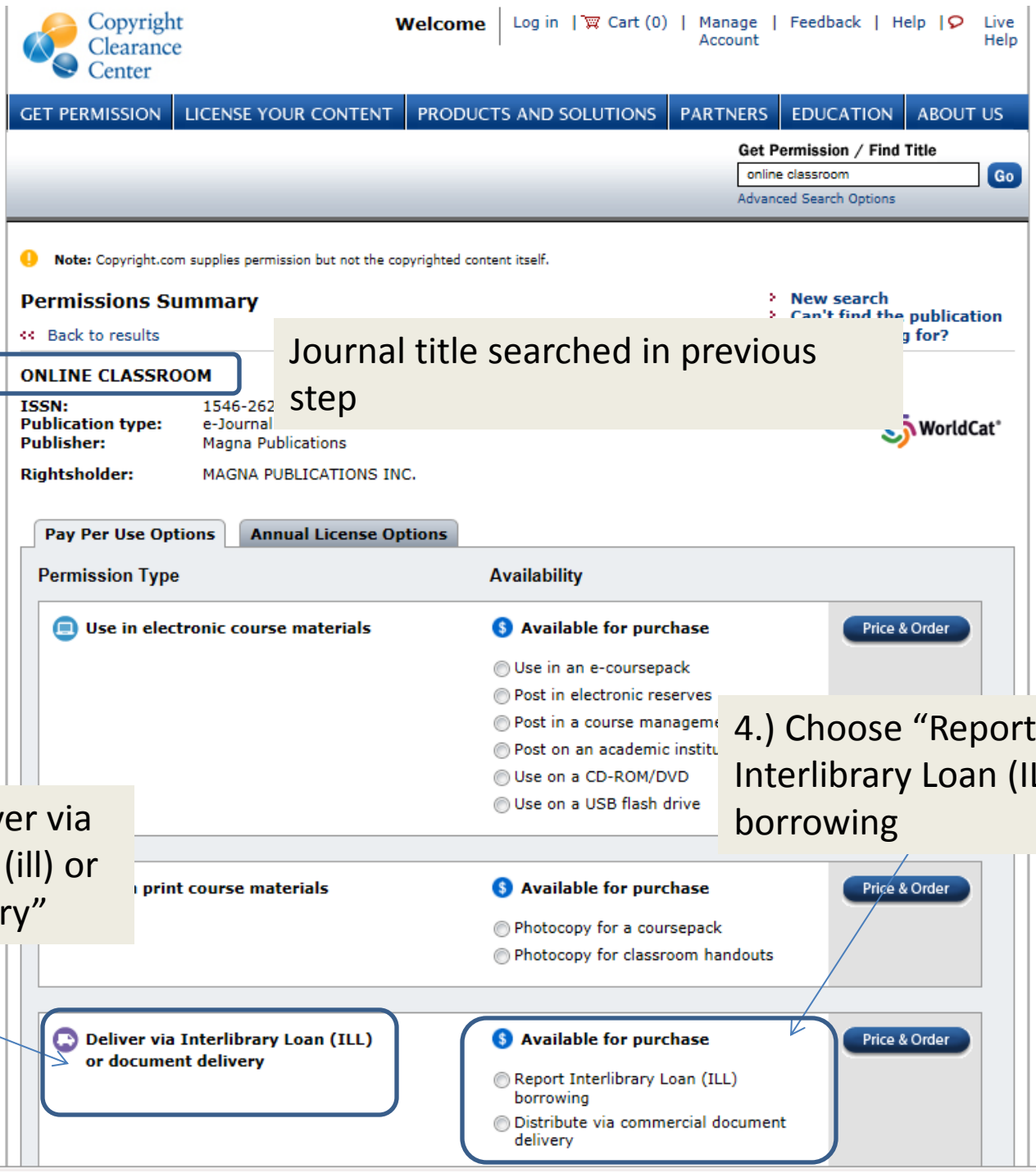
- Copyright Clearance Center
  http://copyright.com
- Search by Journal Title
  - select pay-per-use options

Copyright Clearance Center

http://copyright.com



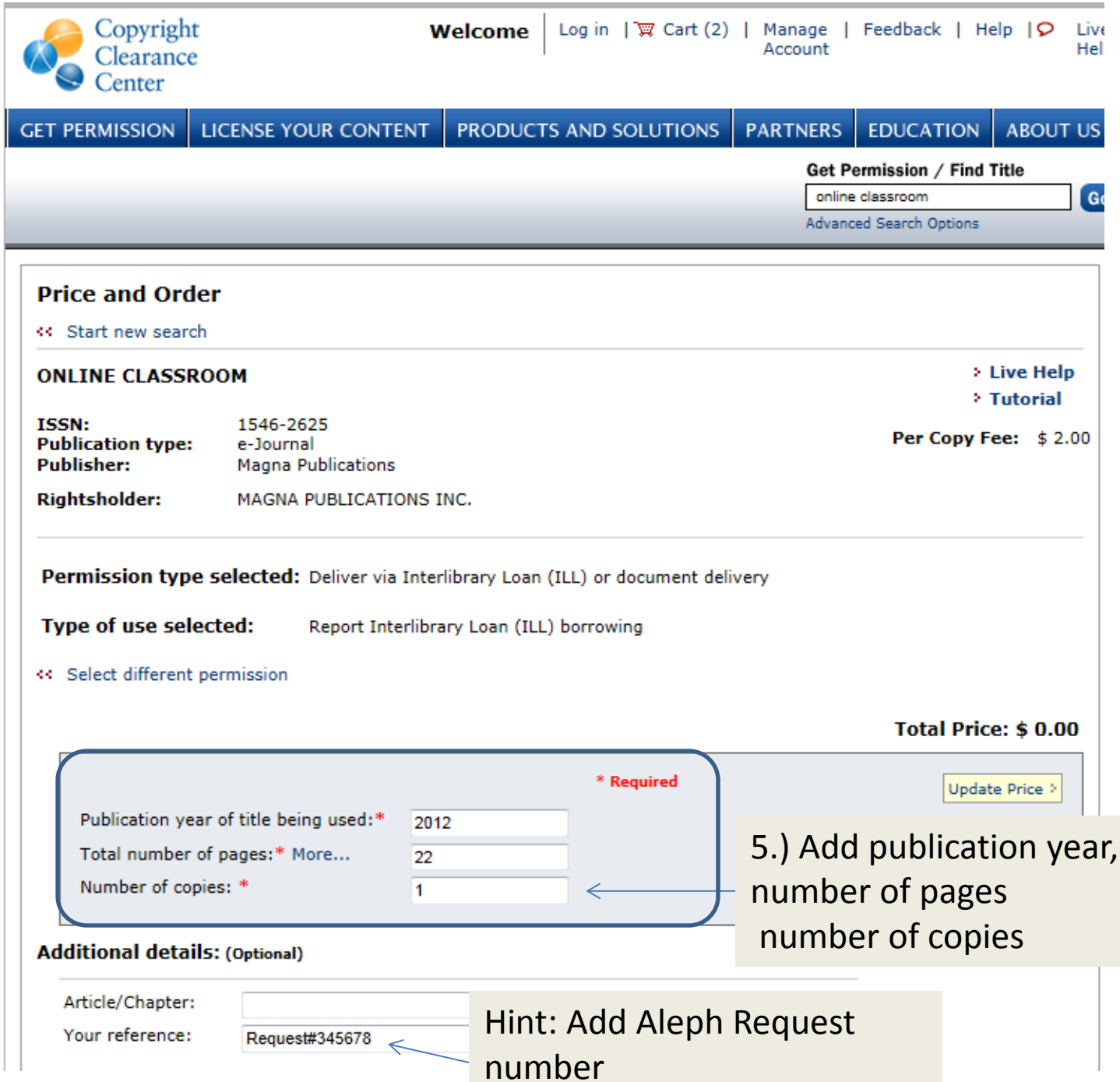
2.) Select Pay-Per-Use Options



Journal title searched in previous step

3.) Choose “Deliver via Interlibrary Loan (ill) or document delivery”

4.) Choose “Report Interlibrary Loan (ILL) borrowing



5.) Add publication year, number of pages number of copies

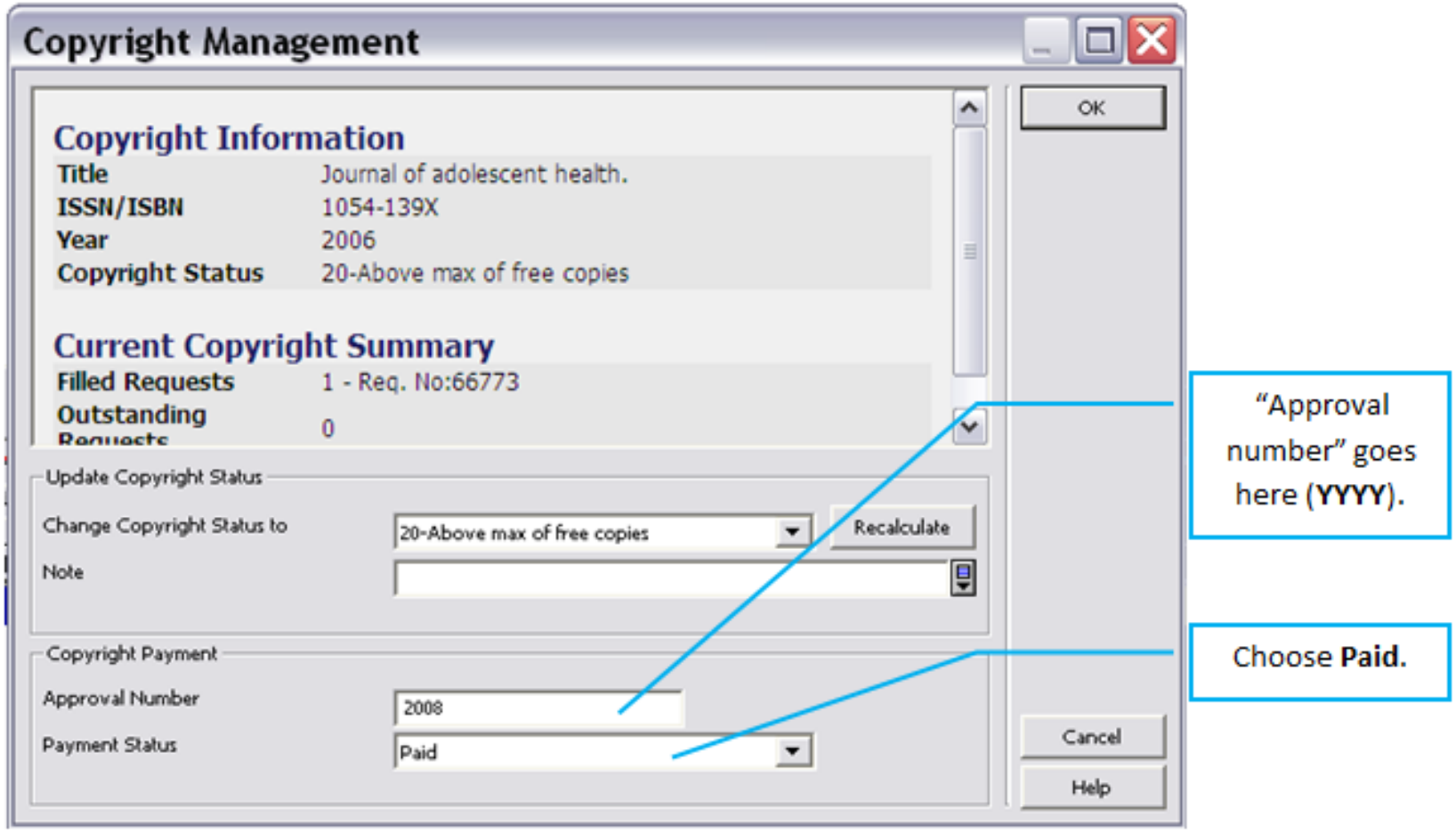
Hint: Add Aleph Request number

Copyright Clearance Center

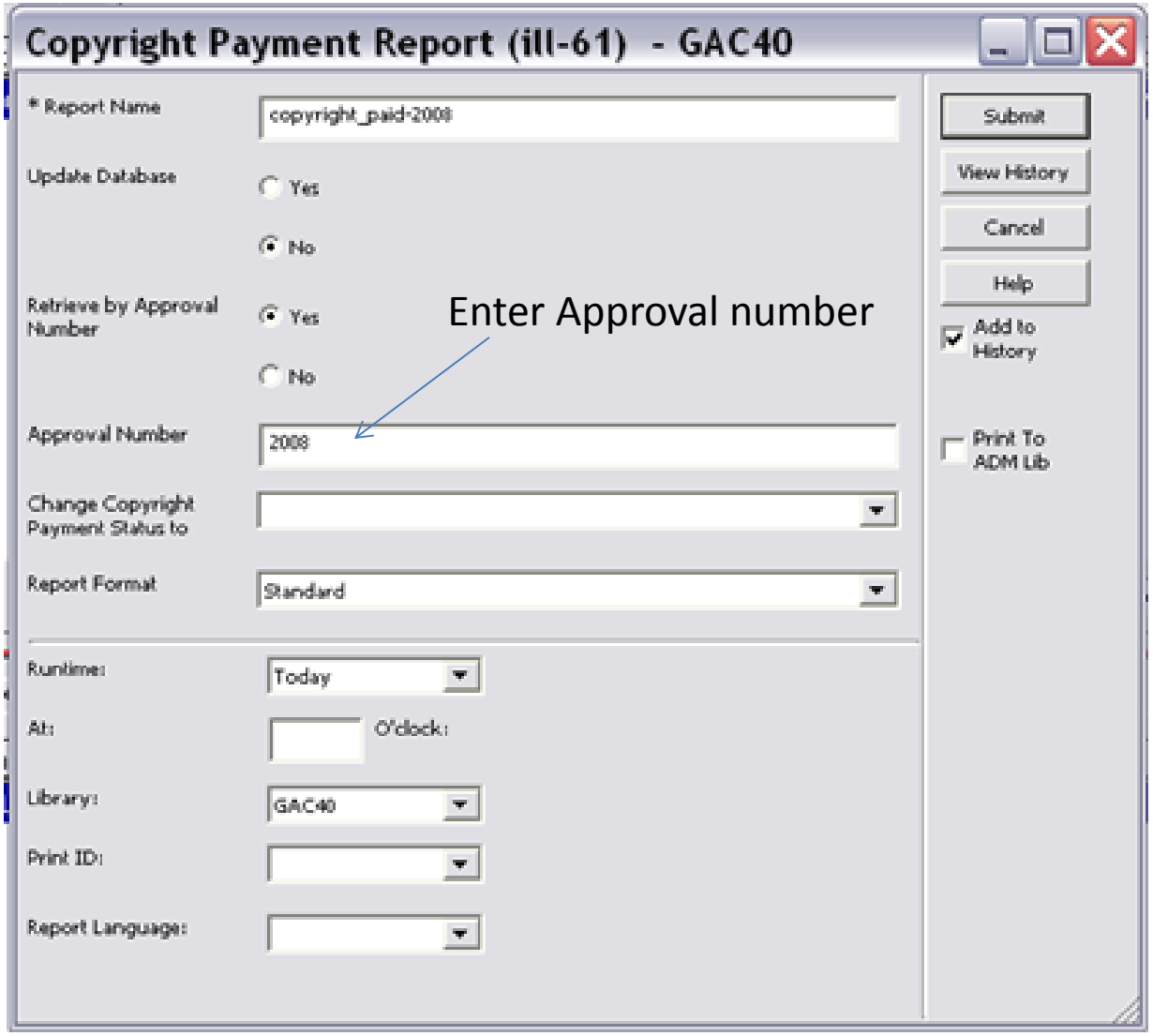
- Minitex discount fee on the processing charge

Copyright Workflow

- After paying at the CCC website
- Display the request in Aleph
  - “Approval number” field enter Year
  - “Payment Status” update to Paid


Copyright Management
OK
Copyright Information
Title
Journal of adolescent health.
ISSN/ISBN
1054-139X
Year
2006
Copyright Status
20-Above max of free copies
Current Copyright Summary
Filled Requests
1 - Req. No:66773
Outstanding Requests
0
Update Copyright Status
Change Copyright Status to
20-Above max of free copies
Recalculate
Note
Copyright Payment
Approval Number
2008
Payment Status
Paid
Cancel
Help
"Approval number" goes here (YYYY).
Choose Paid.

Copyright Payment Report (ill-61)



Copyright- Archiving

- Archiving schedule
  - align your archiving schedule with your copyright payment schedule if necessary

ILL Serials Collection Development Report

Titles that MSU patons requested a total of at least twenty times during calendar 2007, 2008, 2009 and 2010

ISSN	Title	Number of Requests	Different Patrons	LC Call Number	Copyright Royalties
1091-1359	Journal of human behavior in the social environment.	69	28	HM251	$927.34
0962-1067	Journal of clinical nursing.	52	30	RT41	
0007-0610	British dental journal.	45	21	RK1	$981.00
0309-2402	Journal of advanced nursing.	44	26	RT1	$226.50
0303-6979	Journal of clinical periodontology.	39	17	RK361.A1	$1,008.50
0090-3493	Critical care medicine.	33	15	RC86	$181.00
0885-7482	Journal of family violence.	32	16	HQ809	
1056-4993	Child and adolescent psychiatric clinics of North America.	29	18	RJ499.A1	$443.00
0959-8146	BMJ. British medical journal.	28	20	R31	$36.50
1092-6771	Journal of aggression, maltreatment & trauma.	28	16	RC569.5.V55	$700.90
1521-0251	Journal of college student retention : research, theory & practice.	28	19	LC148.15	$56.00
0163-9625	Deviant behavior.	26	15	HM1	$517.46
0360-1277	Educational gerontology.	26	18	LC5201	
0897-5353	Journal of family psychotherapy.	26	16	RC488.5	$384.12
1537-7903	Journal of applied school psychology.	25	13	LC3950	$77.84
1533-2985	Social work in mental health.	24	16	HV689	$208.02
1439-6319	European journal of applied physiology.	23	16	QP1	$35.50
0965-2140	Addiction.	22	14	HV5800	$46.50
0894-6566	Journal of elder abuse + neglect.	22	10	HV6626.3	$208.02
1089-4160	Journal of lesbian studies.	22	15	HQ75	$209.52
0886-571X	Residential treatment for children & youth.	22	3	HV59	
1053-8712	Journal of child sexual abuse.	21	11	HV6570	
1070-5422	Journal of community practice.	21	12	HN1	
0744-6314	Nursing management.	21	13	RT89	$71.50
1554-0138	PsycCritiques.	21	11	BF1	$52.00
1542-6432	Journal of religion & spirituality in social work.	20	13	HN30	$387.52
0025-7079	Medical care.	20	14	RA1; R31	

Questions/Sharing

Thanks for coming!