



## Copyright Tip #2:

# How to Manage the Copyright for an Article you have Written

Every journal publisher requires a copyright assignment for each article accepted for publication. Who holds the copyright and what uses are given to the copyright holder vary with the publisher practices. Here are some FAQs:

### **I have authored an article that was published in a journal, and would like to mount it on a web page, include it in a printed online syllabus or coursepack, or put it on a CD.**

You'll need to check if the publisher will give you permission to use the article without charge. To do this, go to the SHERPA Online site at <http://www.sherpa.ac.uk/romeo.php> and put in the publishers name. SHERPA will give you information on the publisher's policies.

### **What if I plan to mount the article on a web site that requires a password, like MyUCDavis, or on a departmental intranet site?**

The fact that the article will be posted on a site requiring a password is irrelevant. You must still have permission to use it and possibly pay a fee for its use.

### **What do I do if my publisher is not found in the SHERPA database?**

You'll need to contact the publisher directly. Sometimes the information you need is on the publisher's web site or use Google and search for the journal title in which your article appeared.

### **What steps do I follow if the publisher allows me to use my article without charge?**

Pay special attention to the conditions for use. Some publishers will only allow you to use your manuscript; some require that you link to their PDF version of the article; some require you to attach specific wording to the link for the article.

### **What do I do if the publisher DOES NOT allow me to use my published article for free?**

1. You'll need to go to the Copyright Clearance Center at [copyright.com](http://copyright.com), look up the article you want to use, indicate how you want to use it, and pay the stated fee. Call the Copyright Clearance Center (CCC) at 978-750-8400 to be sure you understand how often you need to pay the fee. Sometimes you need to pay per quarter or per semester, or for a certain number of days. If you don't find your article in the CCC database, contact the publisher directly.
2. Another alternative may be to post the link for the citation, so authorized users may access the article.
3. As you publish articles, consider negotiating with the publisher to retain some uses of your article.

### **Is there a way for me to retain my copyright for the articles I publish using standard publishers?**

Yes. Even if your current publisher does not allow you to retain copyright, you should consider modifying the copyright agreement with the publisher for future articles. For more information, go to:

[http://osc.universityofcalifornia.edu/manage/retain\\_copyrights.html](http://osc.universityofcalifornia.edu/manage/retain_copyrights.html)

## **Is there anywhere I can publish my work where I would always retain full control over it?**

Yes. The UC eScholarship Repository (<http://repositories.cdlib.org/escholarship>) allows you to publish articles and retain full rights to your work.

If you have already retained full rights to your published article, consider adding it to the UC eScholarship PostPrints and you can then link directly to it. For more information, go to <http://repositories.cdlib.org/postprints/about.html>

## **Where can I go to find out information on copyright policies at UC Davis and elsewhere?**

Go to: <http://www.lib.ucdavis.edu/ul/about/copyip/copy.php>

### **For Assistance:**

Contact Carolyn Kopper 530-752-6205 or [cskopper@ucdavis.edu](mailto:cskopper@ucdavis.edu). For more problematic copyright questions, contact Jan Dwyer, Business Contracts, at 916-754-9660