

## Configuring Copyright Management

These rules affect Rapido lending requests. For Rapido customers who would like to configure Copyright Rules for borrowing requests, see [Rapido Copyright Rules](#).

To configure digitization and copyright rules, you must have one of the following roles:

- General System Administrator
- Fulfillment Administrator

When requests for digitization and/or copyright approval enter Rapido, Rapido checks digitization and copyright rules to determine how to handle the request. Each rule is checked in order; the first rule that evaluates to true is applied and all subsequent rules are ignored. Rapido includes a default rule that is applied if all other rules fail. This rule can be modified.

You configure digitization and copyright rules on the Digitization Workflow Rules List page ([Configuration > Fulfillment > Copyright Management > Digitization and Copyright Rules](#)).

Enabled	Move Up	Move Down	Rule Name	Description	Updated By	Update Date
<input type="checkbox"/>			Available as Electronic Resource	Available as Electronic Resource	Implementer ExLibris	01/10/2018
<input type="checkbox"/>			CLA Check Permission	CLA Check Permission for Scanning	Jim Benson	02/19/2018
<input checked="" type="checkbox"/>			Partial Patron Digitization	Partial Patron Digitization - Link to scanned document	Super User	05/08/2018
<input type="checkbox"/>			Partial Digitization - non-faculty	All non-faculty digitization requests will be entailed	Jim Benson	05/08/2018
<input type="checkbox"/>			Partial Patron Dig Req Not Dist Learn Attach	Patron digitization request which is partial and user group not distance learner will be document delivery with attachment and require approval and copyright clearance	Maud Arnaud	05/08/2018
<input checked="" type="checkbox"/>			Partial Digitization - faculty	Faculty digitization will be deposited - no CC required	Super User	05/08/2018
<input type="checkbox"/>			Staff Digitization - for Remote Storage	Staff digitization - for Remote Storage	Super User	05/08/2018

### Digitization Workflow Rules List Page

When a rule is applied, the rules determine:

- Whether the request requires manual approval or is automatically approved. When automatically approved, no task is added to the task list.
- Whether the request requires manual copyright clearance or the copyright is assumed to be automatically approved. When automatically approved, no task is added to the task list.
- Whether, for the above manual approval tasks, digitization
  - Can continue while waiting for approval. Of course, the digitized contents cannot be added to the inventory or delivered before final approval is given.
  - Must wait until approval is given.
  - Is automatically approved. The purpose of this option is that a task is added to the task list with the status Approved. This is useful for recording purposes.
- Whether the delivery to the requester will be:
  - By a link in an email
  - By an attachment in an email

- By adding the digitized document to the library's inventory (and then sending a link to the inventory by email)

Each rule contains a number of clauses, all of which must evaluate to true in order for the rule to evaluate to true. There are three types of clauses:

- Evaluation clause - A property of the request is evaluated against a text or a value from a list.
- Comparison clause - A property of the request is evaluated in comparison to all other requests that have not been filtered out by a filter clause.
- Filter clause - This clause always evaluates to true. It is used to reduce the number of requests to which a comparison clause is evaluated. The operator and values for these clauses are ignored.

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#### Note

- Clauses in a rule are not evaluated in order; all filter clauses are evaluated first. The remaining clauses are then evaluated in an internal order. Regardless, all clauses must evaluate to true in order for the rule to be applied.
- Clauses are not marked evaluation, comparison, or filter; see the below table for this information.

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For example, you can configure a rule so that digitization requests for a single chapter pass through manual approval and copyright clearance, but are not added to the inventory; the digital file is sent directly to the patron. You can configure another rule so that full digitization requests pass through all steps: manual approval, copyright clearance, and added to the digital inventory.

The following actions can be performed on this page:

- Add a rule (see [Adding a Digitization and Copyright Rule](#))
- Edit a rule (select **Edit** from the row actions list)
- Delete a rule (select **Delete** from the row actions list)

You cannot delete the default rule.

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## Adding a Digitization and Copyright Rule

The digitization and copyright rules that you define apply to all libraries within the institution.

#### To add a new digitization and copyright rule:

1. On the Digitization Workflow Rules List page (**Configuration Menu > Fulfillment > Copyright Management > Digitization and Copyright Rules**), select **Add Rule**. The Digitization Workflow Setup page appears.

## Digitization Workflow Setup Page

### Note

To create a copy of an existing digitization and copyright rule, select **Duplicate** from the row actions list. Once you have copied the rule, you can edit it, as required.

- In the **Digitization Workflow Rule Editor** section, enter a name (required) and description (optional) for the rule.
- In the **Input Parameters** section, enter clauses for the rule. Each clause has a clause type (**Name**), **Operator**, and **Value**. A clause may look like `User group = Graduate student` or `Publication date contains 2010`. The clause list is as follows:

Digitization and Copyright Rule Clause Types

Name	Type	Description	Operators	Values
Article Title Exists	Comparison	Check if the requested article is already requested by another copyright clearance request. The article is identified by ISSN, volume, issue, and pages.	=	<ul style="list-style-type: none"> <li>◦ true</li> <li>◦ false</li> </ul>
Articles in Issue	Evaluation	Check the total number of articles in the journal issue.	<ul style="list-style-type: none"> <li>◦ &gt;</li> <li>◦ =</li> <li>◦ &lt;</li> <li>◦ Not Equals</li> </ul>	Number
Available in Electronic	Evaluation	Check if an electronic copy exists for the material.	=	<ul style="list-style-type: none"> <li>◦ true</li> <li>◦ false</li> </ul>
Chapter Already Requested	Comparison	Check if the requested chapter is already requested by another copyright clearance request. The chapter is identified by ISBN.	=	<ul style="list-style-type: none"> <li>◦ true</li> <li>◦ false</li> </ul>

Name	Type	Description	Operators	Values
Citation Material Type	Evaluation	Check the material type.	<ul style="list-style-type: none"> <li>◦ =</li> <li>◦ InList</li> <li>◦ Is Empty</li> <li>◦ Is Not Empty</li> <li>◦ Not Equals</li> <li>◦ NotInList</li> <li>◦ contains</li> </ul>	The current list of material types (for example, Abstract, Anthology, and so forth).
Copyright Agency Approval Permission	Evaluation	Check regional copyright licensing agency approval for the material. Select all values for a valid match.	InList	<ul style="list-style-type: none"> <li>◦ Digital Approved</li> <li>◦ Scanning Approved</li> <li>◦ Digital Declined</li> <li>◦ Scanning Declined</li> </ul>
Copyright Previously Approved	Comparison	Check if the requested material is already approved by another copyright clearance request. The material is identified by various factors, such as ISBN or ISSN.	Required, but has no effect	Required, but has no effect
Copyright Record Related to Course	Filter	Restricts comparison checks to existing copyright clearance requests that are associated with a course.	=	<ul style="list-style-type: none"> <li>◦ true</li> <li>◦ false</li> </ul>
In the Same Academic Department	Comparison	Check to see if requesting academic department is the same academic department to which the course belongs.	=	<ul style="list-style-type: none"> <li>◦ true</li> <li>◦ false</li> </ul>
In the Same Course	Filter	Restricts comparison checks to existing requests associated with the same course as the request.  At least one of the following additional rules must be defined: Article Title Exists, Articles in Issue, Chapter Already Requested, Total Copyright Number of Chapters, Total Copyright Work Percentage.	=	<ul style="list-style-type: none"> <li>◦ true</li> <li>◦ false</li> </ul>
Material Required Dates	Filter	Restricts comparison checks to existing requests that overlap the Date Available From/To date range of the request. If this date range is missing, use the course's date range. If there is no associated course, use today's date as the start date with no end date.  At least one of the following additional rules must be defined: Article Title Exists, Articles in Issue, Chapter Already Requested, Total Copyright Number of Chapters, Total Copyright Work Percentage.	=	<ul style="list-style-type: none"> <li>◦ true</li> <li>◦ false</li> </ul>

Name	Type	Description	Operators	Values
Number of Requests	Comparison	Compare the number of previous copyright clearance requests to a value. The number of requests considered are only those that evaluate to true according to the Time Span (In Calendar Years) clause.	<ul style="list-style-type: none"> <li>◦ &gt;</li> <li>◦ =</li> <li>◦ &lt;</li> <li>◦ Not Equals</li> </ul>	Number
Partial Digitization	Evaluation	Evaluate whether this is a partial digitization request.	<ul style="list-style-type: none"> <li>◦ =</li> <li>◦ InList</li> <li>◦ Is Empty</li> <li>◦ Is Not Empty</li> <li>◦ Not Equals</li> <li>◦ NotInList</li> <li>◦ contains</li> </ul>	<ul style="list-style-type: none"> <li>◦ true</li> <li>◦ false</li> </ul>
Patron Status	Evaluation	Evaluate the requester's active status.	<ul style="list-style-type: none"> <li>◦ =</li> <li>◦ InList</li> <li>◦ Is Empty</li> <li>◦ Is Not Empty</li> <li>◦ Not Equals</li> <li>◦ NotInList</li> <li>◦ contains</li> </ul>	<ul style="list-style-type: none"> <li>◦ Active</li> <li>◦ Inactive</li> </ul>
Publication Date	Evaluation	Evaluate the publication status of the requested item.	<ul style="list-style-type: none"> <li>◦ &gt;</li> <li>◦ =</li> <li>◦ &lt;</li> <li>◦ Not Equals</li> </ul>	Number
Years Since Publication	Evaluation	Evaluates whether the publication date of the resource is within the defined time range	<ul style="list-style-type: none"> <li>◦ &gt;</li> <li>◦ =</li> <li>◦ &lt;</li> <li>◦ Not Equals</li> </ul>	Number
Publisher	Evaluation	Check the publisher against a pre-defined list of publishers. Set the parameter publisher to check against all publishers.	<ul style="list-style-type: none"> <li>◦ =</li> <li>◦ All</li> <li>◦ InList</li> <li>◦ Is Empty</li> <li>◦ Is Not Empty</li> </ul>	Publisher

Name	Type	Description	Operators	Values
			<ul style="list-style-type: none"> <li>◦ Not Equals</li> <li>◦ NotInList</li> <li>◦ contains</li> </ul>	
Request Type	Evaluation	Check the request type.	<ul style="list-style-type: none"> <li>◦ =</li> <li>◦ InList</li> <li>◦ Is Empty</li> <li>◦ Is Not Empty</li> <li>◦ Not Equals</li> <li>◦ NotInList</li> <li>◦ contains</li> </ul>	<ul style="list-style-type: none"> <li>◦ Borrowing resource sharing digitization request</li> <li>◦ Course related digitization</li> <li>◦ Lending resource sharing digitization request</li> <li>◦ Patron digitization</li> <li>◦ Staff digitization</li> </ul>
Required Pages	Evaluation	Check the number of pages requested by the current request.	<ul style="list-style-type: none"> <li>◦ &gt;</li> <li>◦ =</li> <li>◦ &lt;</li> <li>◦ Not Equals</li> </ul>	Number
Resource Total Pages	Evaluation	Check the total number of pages of the entire work (how many total pages are in the item being requested). This information is calculated based on the value in the <b>Pages</b> field in the Edit Reading List Citation page. If the <b>Resource Total Pages</b> field contains characters that are <b>not</b> digits or roman numerals followed by digits or roman numerals, then the calculation will not work. For example, the rule will not be able to process the following: <b>vi, 336 pages,24</b> . In this case, you can manually enter the value in the <b>Resource Total Pages</b> field in the <b>Copyright Attributes</b> tab in order for the rule to process the calculation.	<ul style="list-style-type: none"> <li>◦ &gt;</li> <li>◦ =</li> <li>◦ &lt;</li> <li>◦ Not Equals</li> </ul>	Number
Time Span (In Calendar Years)	Evaluation	Check that the request was made within / before the indicated number of years. This value also acts as a filter clause for the Number of Requests clause.	<ul style="list-style-type: none"> <li>◦ &gt;</li> <li>◦ &lt;</li> </ul>	Number
Total Copyright Number of Chapters	Comparison	Check the total number of chapters requested, including previous requests. Rapido looks at the ISBN, then looks at all outstanding and overlapping requests with the same ISBN, extracts which chapters are being / have been requested, and sums them up to get this value.	<ul style="list-style-type: none"> <li>◦ &gt;</li> <li>◦ =</li> <li>◦ &lt;</li> </ul>	Number

Name	Type	Description	Operators	Values
			<ul style="list-style-type: none"> <li>◦ Not Equals</li> </ul>	
Total Copyright Work Percentage	Comparison	<p>Check the percentage of the work requested, including previous requests. Rapido looks at the ISBN, then looks at all outstanding and overlapping requests with the same ISBN, extracts which pages are being / have been requested, and sums them up to get this value.</p> <p>This rule evaluates to false if the number of pages is not specified.</p>	<ul style="list-style-type: none"> <li>◦ &gt;</li> <li>◦ =</li> <li>◦ &lt;</li> <li>◦ Not Equals</li> </ul>	Number between 0 and 100
User Group	Evaluation	<p>Evaluate the user group of the requester.</p> <p>The list of values includes all user groups.</p>	<ul style="list-style-type: none"> <li>◦ =</li> <li>◦ InList</li> <li>◦ Is Empty</li> <li>◦ Is Not Empty</li> <li>◦ Not Equals</li> <li>◦ NotInList</li> <li>◦ contains</li> </ul>	A user group

Example:

- **Clauses:**

- Total Copyright Work Percentage < 10 Material

Note that the number is rounded. For example, Total Copyright Work Percentage <16 means that everything up to 16,4% is included.

- Material Required Dates = True
- Request Type = Course related digitization
- Copyright Record Related to Course = True

**Existing, Previous Request:**

- ISBN 1-86189-411-2
- Dates 1/1/2016 - 30/1/2016
- Pages 15-20 (6 pages)
- Status Approved

- **New Request 1:**

- ISBN 1-86189-411-2
- Dates 10/1/2016 - 2/2/2016
- Pages 35-40 (6 pages)
- Total Resource Pages 220

**Expected Result:** Rule is applied because total percentage is still less than 10% (12 pages / 220 in resource)

- **New Request 2:**

- ISBN 1-86189-411-2

- Dates 15/1/2016 - 3/2/2016
- Pages 40-60 (21 pages)
- Total Resource Pages 220

**Expected Result:** Rule is not applied because total percentage for same item is now over 10% (27 pages / 220 pages in resource)

4. Select **Add Parameter**. The clause is added to the rule.
5. Repeat the previous two steps to add additional clauses.
6. Under **Workflow Setup**, select the digitization target. For more information, see [Digitization Processing](#).
  - **Digital inventory (representation)** – The digitized files are added to titles. Enter the following additional fields:

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**Note**

- The usage type and access rights policy can be changed when adding the digital file to the record, but the collection cannot.
- When creating digital inventory, you can determine if a representation is remote.

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- Active / Inactive – determines if the representation is discoverable.
  - Default Collection – The default collection to which to assign the title (if not already assigned).
  - Usage Type – Whether the representation is the Master copy or a Derivative. (The master is the original copy and the derivative is, for example, a copy with a lower resolution.)
  - Access Rights Policy – The policy that defines the permissions that patrons have to request digital resources.
- **Document delivery - attachment** – The digitization request requires only a portion of the resource to be digitized.
  - **Document delivery - link** – Enables the operator to upload files to a document storage folder and send the file link to the patron. If multiple files are uploaded, they are stored in the folder as a .zip file and will download to the customer as a .zip file. When this option is selected, another field appears: **Maximum views**. Enter the number of times the patron may access this link before it is automatically deleted from the server. Note that if no value is entered in this field, then the number of accesses is not limited.

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**Note**

If this option is used for resource sharing requests, and the borrowing partner is not a member of the same network zone as the lender institution (or there is no network zone set up for the institutions), then the **Institution Code** must be configured on the borrower's partner record with the borrower's institution code. See [Resource Sharing Partners](#).

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If the digitization workflow rule defines the digitization target as an attachment, an email is sent to the requester email with the document as an attachment to the email.

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**Note**

Rapido has an attachment size limitation. Additionally, the email provider may remove attachments that are larger than the email provider's size limit.

Alma ISO partners — If the digitization workflow rule defines that the digitization target is a link, then there is no size limitation and the file is stored (either on the borrower or lender side) for the patron to access.

All peer-to-peer partners (except for Alma ISO partners) —Even if the digitization workflow rule defines the digitization target as a link, an email is sent to the requester email with the document as an attachment to the email.

7. Under **Approval/Copyright Clearance Processing**, select:

- **Approval** – The request requires approval by a user with the Digital Approval Operator role.
- **Copyright clearance** – The request requires copyright clearance by the Digitization Manager.

8. If you select either of the two previous options, select how the approval affects the digitization workflow:

- **In parallel to digitization workflow** – The digitization workflow is activated without waiting for the approval task to be approved, but does not finish until the approval task is approved. This is the default option.

The representation is handled as follows:

- While the request is being processed, the representation is marked as inactive.
- If the request is approved, the representation is marked as active.
- If the request is rejected, the representation is deleted.

- **Blocks digitization workflow** – The request workflow is activated only after the approval is completed.
- **Automatically approved** – A new approval task is created as **Approved**, and the request workflow continues.

9. Select **Save** to store the new rule.

If you define more than one rule, use the **Move Up** and **Move Down** arrows to set the order of the rules. The order of the rules is important, as the system will apply the first (and only the first) appropriate, enabled rule. If no appropriate rule is found, the system uses the default rule.

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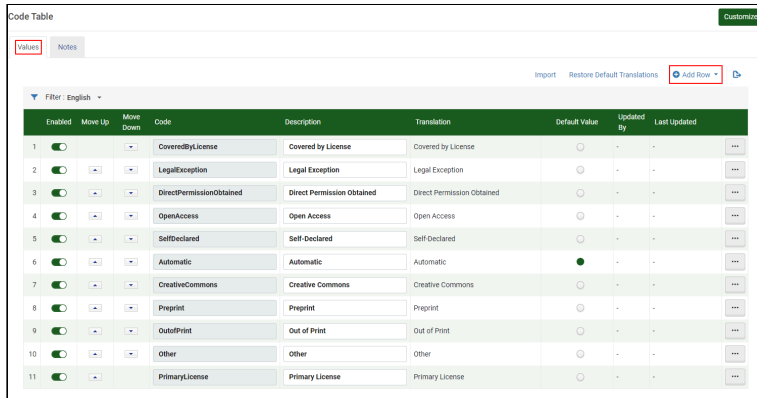
## Customizing Copyright Approval and Reject Reasons

You can customize the copyright approval and reject reasons (**Fulfillment > Resource Requests > Approval Requests List**).

The image contains two side-by-side screenshots of a web application interface. The left screenshot shows a screen titled 'Approve the Request'. It features a 'Reason' dropdown menu with a search icon and the text 'Look-up or select'. Below the dropdown is a 'Note' section with a list of reasons: Automatic, Covered by License, Creative Commons, Direct Permission Obtained, Legal Exception, Open Access, Other, Out of Print, Preprint, Primary License, and Self-Declared. The right screenshot shows a screen titled 'Rejection Request'. It also has a 'Reason' dropdown menu with a search icon and the text 'Look-up or select'. Below it is a 'Note' section with a list of reasons: Other, Rejected By Manager, and Rejected by CCC. Below the right screenshot is the caption 'Copyright rejection reasons list'.

## Copyright approval reasons list

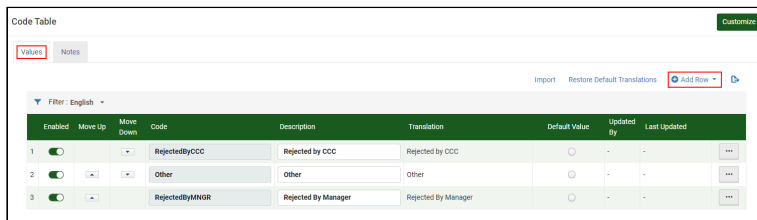
You can customize the approval and reject reasons using the [Configuration > Fulfillment > Copyright Management > Copyright approval reasons](#) and [Configuration > Fulfillment Copyright Management > Copyright reject reasons](#) tables. You can edit any of the existing reasons or use the **Add Row** button to add new reasons. The reasons can be translated to the Rapido display language.



The screenshot shows a 'Code Table' interface for configuring copyright approval reasons. It includes a 'Customize' button, tabs for 'Values' and 'Notes', and a filter set to 'English'. The table has columns for 'Enabled', 'Move Up', 'Move Down', 'Code', 'Description', 'Translation', 'Default Value', 'Updated By', and 'Last Updated'. There are 11 rows of reasons, with the 'Automatic' row selected. The 'Add Row' button is highlighted with a red box.

Enabled	Move Up	Move Down	Code	Description	Translation	Default Value	Updated By	Last Updated
<input checked="" type="checkbox"/>			CoveredByLicense	Covered by License	Covered by License	<input type="radio"/>	-	-
<input checked="" type="checkbox"/>			LegalException	Legal Exception	Legal Exception	<input type="radio"/>	-	-
<input checked="" type="checkbox"/>			DirectPermissionObtained	Direct Permission Obtained	Direct Permission Obtained	<input type="radio"/>	-	-
<input checked="" type="checkbox"/>			OpenAccess	Open Access	Open Access	<input type="radio"/>	-	-
<input checked="" type="checkbox"/>			SelfDeclared	Self-Declared	Self-Declared	<input type="radio"/>	-	-
<input checked="" type="checkbox"/>			Automatic	Automatic	Automatic	<input checked="" type="radio"/>	-	-
<input checked="" type="checkbox"/>			CreativeCommons	Creative Commons	Creative Commons	<input type="radio"/>	-	-
<input checked="" type="checkbox"/>			Preprint	Preprint	Preprint	<input type="radio"/>	-	-
<input checked="" type="checkbox"/>			OutOfPrint	Out of Print	Out of Print	<input type="radio"/>	-	-
<input checked="" type="checkbox"/>			Other	Other	Other	<input type="radio"/>	-	-
<input checked="" type="checkbox"/>			PrimaryLicense	Primary License	Primary License	<input type="radio"/>	-	-

## Copyright approval reasons configuration



The screenshot shows a 'Code Table' interface for configuring copyright rejection reasons. It includes a 'Customize' button, tabs for 'Values' and 'Notes', and a filter set to 'English'. The table has columns for 'Enabled', 'Move Up', 'Move Down', 'Code', 'Description', 'Translation', 'Default Value', 'Updated By', and 'Last Updated'. There are 3 rows of reasons, with the 'RejectedByMNGR' row selected. The 'Add Row' button is highlighted with a red box.

Enabled	Move Up	Move Down	Code	Description	Translation	Default Value	Updated By	Last Updated
<input checked="" type="checkbox"/>			RejectedByCCC	Rejected by CCC	Rejected by CCC	<input type="radio"/>	-	-
<input checked="" type="checkbox"/>			Other	Other	Other	<input type="radio"/>	-	-
<input checked="" type="checkbox"/>			RejectedByMNGR	Rejected By Manager	Rejected By Manager	<input checked="" type="radio"/>	-	-

## Copyright rejection reasons configuration

# Configuring Copyright Declarations

To configure digital resource copyright declarations, you must have one of the following roles:

- General System Administrator
- Fulfillment Administrator

You can configure copyright declaration to display to a user before displaying resources. You configure the copyright declarations on the Copyright Declarations Configuration Files page ([Configuration Menu > Fulfillment > Copyright Management > Copyright Declarations](#)).

Cus	Filename	Description	Updated by	Update Date	
1.	resourceSharingCopyrights.html	Resource Sharing Copyright	-	-	...
2.	copyrights/copyrights5.html	-	-	-	...
3.	copyrights/copyrights4.html	-	-	-	...
4.	copyrights/copyrights3.html	-	-	-	...
5.	copyrights/copyrights2.html	-	-	-	...
6. ✓	copyrights/copyrights1.html	-	Admin	07/03/20...	...
7.	LegantoDigitizationRequestCopyrightDeclaration...	Leganto Digitization Request Copyright Declaration	-	-	...
8.	DigitizationRequestCopyrightDeclaration.html	Digitization Request Copyright Declaration	-	-	...

## Copyright Declarations

The declarations are defined as follows:

Form Name	File Name	Purpose
Digitization Request Copyright Declaration form	DigitizationRequestCopyrightDeclaration.html	This declaration is displayed on the Primo digitization request form.
Resource Sharing Copyrights form	resourceSharingCopyrights.html	This declaration is displayed on the Primo resource sharing request form.
Leganto Digitization Request Copyright Declaration form	LegantoDigitizationRequestCopyrightDeclaration.html	This declaration is displayed in Leganto to students attempting to access citation materials.
Copyrights 1-5	copyrights1.html, copyrights2.html, etc.	Depending on the configured access rights, this declaration is displayed when a digital resource is shown in Primo.

### Note

- Copyright declarations do not support HTML tags.
- It is possible to create declarations in different languages other than the default language. In each case, the language must be preceded by the following syntax: `--<language code>---` For example: `--fr--`

### To configure copyright declarations:

1. On the Copyright Declarations Configuration Files page, select **Customize** for a declaration. The following, for example, appears:

Configuration File

copyrights/copyrights1.html

File Key com.exlibris.dps.backoffice.copyrights1

Filename copyrights/copyrights1.html

File Key com.exlibris.dps.backoffice.copyrights1

Description

Content

```

---- Institute 1-1 ----
Law of the United States (Title 17, U.S. Code) governs the making of
photocopies or other reproductions of copyrighted material.
Under certain conditions specified in the law, libraries and archives
are authorized to furnish a photocopy or other reproduction.
One of these specified conditions is that the photocopy or other
reproduction is not to be "used for any purpose other than private study,
scholarship, or research."
If a user makes a request for or later uses a photocopy or
reproduction for purposes in excess of "fair use", that user may be liable
for copyright infringement.
This institution reserves the right to refuse to accept a copying order
if, in its judgment, fulfillment of the order would involve violation of
the copyright law.
I have read the above statement and agree to abide by its restrictions.
---- Institute 1-1 ----

```

### Copyright Declaration

2. Edit the copyright declaration, if you want, and select **Customize**.

After you edit a copyright declaration the following actions are available:

- **Edit** – Edit the copyright declaration
- **Restore** – Restore the copyright declaration to the default
- **View Default** – View the default copyright declaration

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### Note

The example shown above is the Digitization Request Copyrights Declaration. Entering content in this form causes a check box to appear in Primo that requests patrons to confirm that they have read the copyright agreement before submitting a Primo digitization request form.

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## Configuring a Resource Sharing Copyright Declaration

To configure a resource sharing copyright declaration, you must have one of the following roles:

- General System Administrator
- Fulfillment Administrator

See also [Configuring Resource Sharing Copyright Statuses](#).

You can configure a resource sharing copyright declaration that is displayed to patrons before they request an item from a partner.

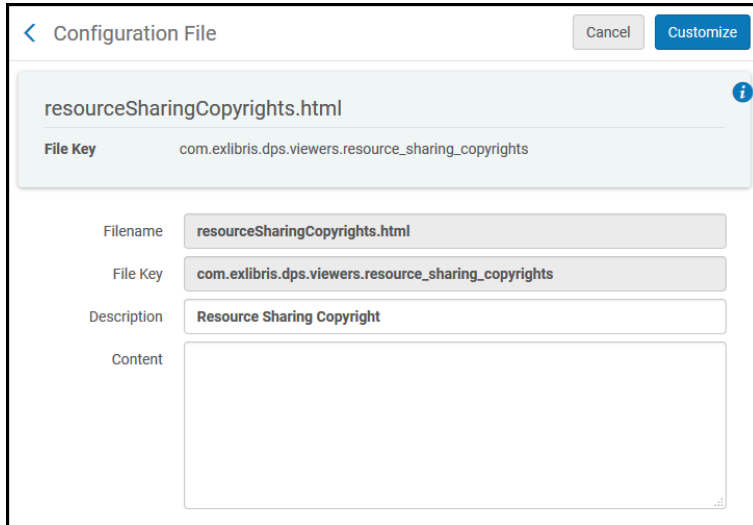
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## Note

Before a copyright declaration is configured, the copyright acceptance box **must** be visible in the RS form, otherwise it blocks all RS requests.

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You configure the declaration on the Configuration File page ([Configuration Menu > Fulfillment > Copyright Management > Resource Sharing Copyright Declaration](#)).



The screenshot shows a configuration form for a file named 'resourceSharingCopyrights.html'. The form includes a 'File Key' field with the value 'com.exlibris.dps.viewers.resource\_sharing\_copyrights'. Below this, there are input fields for 'Filename' (resourceSharingCopyrights.html), 'File Key' (com.exlibris.dps.viewers.resource\_sharing\_copyrights), and 'Description' (Resource Sharing Copyright). A large 'Content' field is at the bottom, currently empty. The form has 'Cancel' and 'Customize' buttons at the top right.

### Resource Sharing Copyright Declaration Configuration File Page

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## Note

A resource sharing copyright declaration can be configured at the institution level only. Select the required institution from the **Configuring** filter on the Configuration page.

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### To enter a resource sharing copyright declaration:

1. In the **Content** field, enter the text that you want to display to patrons.
2. From the **Enabled** drop-down list, select **Yes**.
3. Select **Customize** to store the declaration in the system.

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## Configuring Resource Sharing Copyright Statuses

To configure the copyright statuses, you must have one of the following roles:

- General System Administrator
- Fulfillment Administrator

See also [Configuring a Resource Sharing Copyright Declaration](#).

You can configure the descriptions for the resource sharing copyright statuses on the **Resource Sharing Copyright Statuses** code table ([Configuration > Fulfillment > Copyright Management > Resource Sharing Copyright Status](#)).

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## Note

The **Resource Sharing Copyright Statuses** only appears in **Configuration > Fulfillment > Copyright Management > Resource Sharing Copyright Status** if the parameter **rs\_borrower\_copyright\_management** (**Configuration > Fulfillment > General > Other Settings**) is set to `true` (default `false`). The **rs\_borrower\_copyright\_management** parameter defines whether or not the resource sharing borrower supports copyright management.

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The screenshot shows the 'Code Table' configuration interface for 'ResourceSharingCopyrightsStatus'. At the top, it indicates the user is configuring 'Ex Libris University' and provides a link to 'Change Organization Unit'. Below this, the table code is 'ResourceSharingCopyrightsStatus' and the description is 'Resource sharing possible copyright statuses'. The 'Patron Facing' status is 'Yes', and the 'Customization mode' is 'Specific rows can be customized'. There are buttons for 'Customize All' and 'Restore Default Translations'. A filter is set to 'English'. The main table lists three status codes: 'APPROVED', 'NOT\_APPROVED', and 'NOT\_REQUIRED', each with a description and a translation. The 'Updated By' and 'Last Updated' columns are empty for all entries.

Code	Description	Translation	Updated By	Last Updated
1 APPROVED	Copyright approved	Copyright approved	-	-
2 NOT_APPROVED	Copyright not approved	Copyright not approved	-	-
3 NOT_REQUIRED	No copyright restriction	No copyright restriction	-	-

## Resource Sharing Copyright Statuses

You can only change descriptions on this page. You cannot add, remove, enable, or disable statuses.