

Copyright Settings

To configure copyright settings, navigate to [Settings > My Profile](#) and scroll down to [Copyright Settings](#).

Copyright settings were built to give each institution control over the borrowed documents that their patrons receive and the ability to customize the copyright statement on all loaned documents.

Loaned Documents

You can configure the **copyright statement** on the cover page of all loaned documents. The configuration is on the institution level. Enter all data in English to maximize legibility between institutions. This does not apply to transactions where documents are not filled through RapidX.

As a lender, you control the type of PDF you upload when fulfilling requests. Uploading Image PDFs makes it harder for patrons at the borrowing institution to copy from the document.

Borrowed Documents

We have created multiple settings so each institution has the option to customized how borrowed documents look when they are delivered to their patrons.

- Enabling the **watermark** behind the text decreases the chance of the document being passed around or uploaded to public spaces, but it makes the document harder to read for patrons.
- Creating a **footer** enables any specific instructions you have for the patron, including how the document is to be disposed of after use. By selecting **Add request id**, you will be able to track which patron requested the document if it is found in a public space.
- Converting to **Image PDF** makes it harder to copy from the document. It also degrades the quality of the PDF and therefore we **do not recommend** doing this if not absolutely necessary.

Copyright Settings

Copyright Statement
This statement will appear on the coverpage of all lent documents. Please write in English. If your ILL provides it's own cover page, this is not applicable.

This material may be protected by copyright law (Title 17 U.S. Code)

Watermark
The watermark will be seen behind the text on all pages of all borrowed documents.

Footer
The footer will appear on the bottom of all pages of all borrowed documents.

Add request ID to footer

Convert to Image PDF
Convert all borrowed documents to Image PDF. WARNING: This may degrade the resolution of the document. Do not use unless required by law.

Example PDF Save Clear

Copyright Settings

To enable each of the features, select the appropriate check box and enter the desired text to appear as the watermark or footer. Select **Example PDF** to see a preview of your copyright settings. This downloads a PDF with the desired copyright statement, watermark, and/or footer.

To disable, deselect the check box.

When finished, select **Save**.