

Article/Book Chapter Request Form

Instructor Information

Instructor Name: _____ Phone: _____

Email: _____ Office: _____

Course Information

Course Name: _____

Course Abbreviation (e.g, HIST 3200): _____ Section: _____

Kraemer Family Library Course Reserve Policies

All Course Reserve requests must be in compliance with the Fair Use exception provided under copyright law:

Section 107: Limitations on Exclusive Rights: Fair Use- Public Law 94-553

Notwithstanding the provisions of section 106, the fair use of a copyrighted work, including such use by reproduction in copies or phonorecords or by any other means specified by that section, for purposes such as criticism, comment, news reporting, teaching (including multiple copies for classroom use), scholarship, or research is not an infringement of copyright. In determining whether the use made of a work in a particular case is a fair use the factors considered shall include:

- the *Purpose and Character* of the use, including whether such a use is of a commercial nature or is for nonprofit educational purposes;
- the *Nature* of the Copyrighted work;
- the *Amount and substantiality* of the portion used in relation to the copyrighted work as a whole;
- the *Effect* of the use upon the potential market for or value of the copyrighted work.

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I (the undersigned) hereby request that the Kraemer Family Library place the above material on Electronic Reserve. This request is made with the purpose of teaching, scholarship, or research in accord with the "Fair Use" provisions of the Copyright Law. I certify that I have read Section 107 of the Copyright Law and that this request, in my opinion, constitutes fair use of a copyrighted work, as permitted by Law.

Instructor Signature: _____ Date: _____

Article/Book Chapter Citation Information

Complete citation information must be provided in order for request to be processed.

Please print legibly! List items for only one class on a sheet.

Journal/Book Title: _____

Author(s): _____

Article/Chapter Title: _____

Volume/Issue: _____ Pages: _____ Year: _____

Place on: Print Reserve _____ Electronic Reserve _____

(Staff use) Date On _____ Processed by: _____

Journal/Book Title: _____

Author(s): _____

Article/Chapter Title: _____

Volume/Issue: _____ Pages: _____ Year: _____

Place on: Print Reserve _____ Electronic Reserve _____

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