

The trial CLA licensing scheme – scanning coverage

In addition to the enhanced photocopying coverage offered by last year's scheme, the new blanket Licence provides scanning rights – primarily scanning and retyping from books, journals, magazines and other periodicals. **At present, the right to scan and retype is limited to works published only in the UK**, but it is hoped that this coverage will expand.

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Copies for inclusion into course / study / learner support packs can be made under the Licence provided the extent limitations outlined above are not exceeded.

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Enlarged copies of up to a whole book or journal may be made for use by visually-impaired staff or students provided no suitable large print format of the edition copied is available.

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* A list of the American publishers who are covered by the CLA Licence should be lodged with the institution's CLA Licence Co-ordinator and is also available on the CLA website.

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Staff wishing to copy music should consult the *Music Publishers' Association's Code of Fair Practice*.

■ Published examination papers and published tests

Examination boards and test paper publishers should be approached for permission before copying.

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■ Maps, charts, or books of tables

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■ **Workbooks, workcards or assignment sheets**

Defined as publications intended for the student to write on and for once-only use.

■ **Some Correspondence Courses**

Generally, these are not published works and are therefore outside the scope of the CLA Licence. However, courses published by the Open University and National Extension College may be copied under the Licence.

■ **Industrial house journals**

Includes in-house company newsletters, etc.

■ **Publications which specifically say they are not to be copied under the CLA Licence**

e.g. JIIG-CAL Computer Careers booklets.

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The works on this list that staff are most likely to wish to copy from are:

■ **BBC software documentation, teacher's notes, pupil pamphlets etc.** (N.B. BBC magazines and periodicals are covered by the Licence, except for The Listener)

■ **Encyclopedia Britannica** – all publications

■ **Readers Digest Association** – all publications

■ **Dent (JM) & Sons Ltd** – all works by Dylan Thomas

■ **'Copy Permitted' publications**

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