

Digital copyright (2 part) - Online

Programme:

Day 1, 10.00 – 13.00

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| 10.00 | Welcome, introductions, course objectives (10 min) |
| 10.10 | Copyright overview (45 min) <ul style="list-style-type: none"> • Short trainer presentation • Activity: individual quiz |
| 10.55 | Q&A (5 min) |
| 11.00 – 11.05 | Break (5 min) |
| 11.05 | Digitisation and clearing rights (45 min) <ul style="list-style-type: none"> • Short trainer presentation • Activity: individual quiz |
| 11.50 | Q&A (5 min) |
| 11.55 – 12.05 | Break (10 min) |
| 12.05 | Exceptions to copyright (20 min) <ul style="list-style-type: none"> • Activity: Short trainer presentation • Group work • Group discussion |
| 12.25 | Q&A (5 min) |
| 12.30 | What to do about infringements (15 min) <ul style="list-style-type: none"> • Trainer presentation of a case study |
| 12.45 | Q&A / Open discussion (15 min) |
| 13.00 | End |

Day 1 Learning Objectives:

- Understand the basic principles of copyright and identify what types of work are protected by copyright
- Establish authorship, ownership and duration of copyright in different types of works
- Review rights clearance process in relation to content digitisation
- Compare the different exceptions to copyright and how they apply to archives
- Identify the differences between assignments and licences within the context of clearing rights for digitisation
- Examine how to deal with infringements

Day 2, 10.00 – 13.00

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|---------------|------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 10.00 | Welcome and Re-cap (10 min) |
| 10.10 | Managing orphan works (45 min) <ul style="list-style-type: none"> • Short trainer presentation |
| 10.55 | Q&A (10 min) |
| 11.05 – 11.15 | Break (10 mins) |
| 11.15 | Creative Commons & finding content you can use freely and for free (15 min) <ul style="list-style-type: none"> • Short trainer presentation |
| 11.30 | Q&A (5 min) |
| 11.35 | Social media, copyright and licensing (20 min) <ul style="list-style-type: none"> • Short trainer presentation • Activity |
| 11.50 | Q&A (5 min) |
| 11.55 – 12.00 | Break (5 min) |
| 12.00 | Digital assets management (15 min) <ul style="list-style-type: none"> • Trainer top tips • Group discussion |
| 12.15 | Q&A (5 min) |
| 12.20 | Scenarios (25 mins) <ul style="list-style-type: none"> • Activity: group work • Group discussion |
| 12.45 | Q&A / Open discussion (15 min) |
| 13.00 | End |

Day 2 Learning Objectives:

- Discuss the management of orphan works and how to mitigate risks
- Review key hot topics in copyright, including social media and Creative Commons licences.
- Be guided to content you can use for free
- Determine best practice for using digital assets management
- Explore case studies as they apply to different situations

Overview:

This detailed 2-part online course provides a comprehensive introduction to the practical aspects of copyright within the context of archives and Archives West Midlands. Other forms of intellectual property are briefly outlined.

Maximum of 20 delegates per session.

Trainer: Debbie McDonnell, Senior Consultant

Debbie has worked in copyright for 20 years and is an experienced copyright trainer. Debbie currently works as Intellectual Property Manager at the British Council, the UK's international organisation for cultural relations and educational opportunities, where she provides training, advice, tools and develops IP policies for the organisation.

Debbie was previously Intellectual Property Manager at the Imperial War Museums and Documentation Manager at the Art Fund. She has been the Secretary to the Museums Copyright Group and is an active member of the Museums IP network, the London Copyright Community of Practice for Universities and the Government Department Copyright Practitioners Group.

Her earlier career was in investment banking using contracting, language and database skills as Legal Negotiator at Barclays de Zoete Webb and Assistant Manager, Derivatives at WestLB, London. Debbie holds a PgDip in UK, US and EU Copyright Law from King's College London, an MA in Art Gallery and Museum Studies from Manchester University and a BA Joint Hons in French and German from Hull University.



Who are we?

Naomi Korn Associates is one of the most experienced and trusted providers of information law related training and consultancy services for archivists, librarians, curators and information professionals in the UK. Recent publications include the National Lottery Heritage Fund Online Security and Privacy Guide. Naomi Korn Associates has developed and implements the tried and tested **Compliance Methodology**, which embeds copyright and data protection into organisational culture and behaviour.

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