



Fair Use Worksheet

(Attribute to The University of North Carolina website)

Name: _____ Phone: _____ Email: _____

Department: _____

Course: _____ # of Students: _____ Other: _____

Semester: Fall _____ Spring _____ Summer _____ Year _____ Other _____

Description of Materials

1) Type of Material: _____
 Author/Editor/Translator: _____
 Publisher/Producer: _____
 Title: _____
 Edition/Article/Volume: _____
 Copyright Date: _____ ISBN# _____
 Other: _____

THE FOUR FACTORS: *Mark all categories that apply below:*

1) What is the purpose of the proposed use?

<input type="checkbox"/> Non-profit
<input type="checkbox"/> Teaching
<input type="checkbox"/> Scholarship/Research
<input type="checkbox"/> Personal

<input type="checkbox"/> Criticism
<input type="checkbox"/> Commentary
<input type="checkbox"/> Parody
<input type="checkbox"/> Restricted Access
<input type="checkbox"/> News Reporting

<input type="checkbox"/> Commercial
<input type="checkbox"/> Entertainment
<input type="checkbox"/> Profit
<input type="checkbox"/> Lack of Attribution

2) What is the nature of the copyright work to be used?

<input type="checkbox"/> Factual
<input type="checkbox"/> Published

<input type="checkbox"/> A mixture of Factual and Imaginative
<input type="checkbox"/> Unpublished (Right of 1st Publication)

<input type="checkbox"/> Creative
<input type="checkbox"/> Entertainment
<input type="checkbox"/> Consumable Materials (Workbooks, Answer Sheets)

3) How much of the copyrighted work will be used?

<input type="checkbox"/> Small Amount; Indicate _____
<input type="checkbox"/> Amount is appropriate for a favored Educational Use

<input type="checkbox"/> Large Portion of Work OR Whole Work
<input type="checkbox"/> Portion Used is Qualitatively Substantial

4) What is the effect on the market or potential market for the copyrighted work?

<input type="checkbox"/> User owns lawfully acquired copy
<input type="checkbox"/> No significant effect on the market or potential market for the work
<input type="checkbox"/> No similar product marketed by the Copyright Holder

<input type="checkbox"/> Replaces sale of copyrighted work
<input type="checkbox"/> Significantly impairs market or potential market for the work
<input type="checkbox"/> Numerous copies will be made
<input type="checkbox"/> Use makes it publicly accessible on the web

Signature _____ Date _____