

Ready to use the TEACH Act?

Use this handy checklist to see

- My institution is a nonprofit accredited educational institution or a government agency
- It has a policy on the use of copyrighted materials
- It provides accurate information to faculty, students and staff about copyright
- Its systems will not interfere with technological controls within the materials I want to use
- The materials I want to use are **specifically for students in my class**
- Only those students** will have access to the materials
- The materials will be **provided at my direction during the relevant lesson**
- The materials are **directly related and of material assistance to my teaching content**
- My class is part of the regular offerings of my institution
- I will **include a notice** that the materials are **protected by copyright**
- I will use technology that **reasonably limits the students' ability to retain** or further distribute the materials
- I will make the materials available to the students **only for a period of time that is relevant** to the context of the class session
- I will **store the materials on a secure server** and transmit them only as permitted by this law
- I will **not make copies other than the one I need** to make the transmission
- The materials are of the **proper type and amount** the law authorizes
 - Entire performances of nondramatic literary and musical works
 - Reasonable and limited parts of a dramatic literary, musical, or audiovisual work
 - Displays of other works, such as images, in amounts similar to typical displays in face-to-face teaching
- The materials are **not among those the law specifically excludes** from its coverage:
 - **Materials specifically marketed for classroom use for digital distance education**
 - Copies I know or should know are illegal
 - **Textbooks, coursepacks, electronic reserves and similar materials typically purchased individually by the students for independent review** outside the classroom or class session
- If I am using an analog original, I checked before digitizing it to be sure:
 - I copied **only the amount that I am authorized** to transmit
 - There is **no digital copy of the work available** except with technological protections that prevent my using it for the class in the way the statute authorizes