

## **SAMSI POLICY ON WORKING GROUP WEBPAGES AND COPYRIGHT**

1. Uploading multiple papers with the intention of forming a reference list or bibliography is not acceptable.
2. Uploading single papers for the general use of group members may be acceptable, provided (a) they are tied to a specific teaching or research activity (e.g. a working group presentation where someone explains the paper in question), (b) they are intended for the use of all group members, (c) the documents are removed after a reasonable period (we suggest this should be no later than the end of the transition workshop at the end of the program, unless the working group has agreed to continue meeting regularly).
3. Instead of posting a paper to the working group site, in general we recommend creating a link to a paper, either to the journal where the paper was published or an author's website (or arxiv) if it is unpublished.
4. Documents not published in papers or books (e.g. draft manuscripts, or other works of a non-research nature) are still considered copyright of the authors, even if copyright is not explicitly claimed. Such documents should not be reposted without permission of the authors.
5. Each paper on the WG page must be accompanied by complete bibliographic information (title, authors, journal name, volume and page numbers – the same information as you would include in citing the paper in a journal).
6. We have also noticed that some groups are using Dropbox as a means of sharing papers. Please be aware that the use of copyright material in Dropbox is subject to the same rules as outlined above; this is not a way to get around these provisions. As a matter of general policy, we would prefer you use the working group webpages for posting documents that are relevant to the whole group; Dropbox might be considered as an alternative for a subgroup working on a paper that they are not yet ready to share with the full group.

The Duke policy on copyright and fair use is available here:

<http://library.duke.edu/about/depts/scholcomm/copyright-and-fair-use.pdf>