

EXHIBIT B

FACULTY/INSTRUCTOR CERTIFICATION CONCERNING ELECTRONIC COURSE MATERIAL

Name: _____

Date: _____

Course and Term: _____

Title of Copyrighted Work: _____

Author and Publisher: _____

Portion(s) to be used (e.g., pages, chapters): _____

Conditions of brevity and cumulative effect set forth in the “Agreement on Guidelines for Classroom Copying in Not-For-Profit Educational Institutions with Respect to Books and Periodicals”:

Brevity

- (i) Poetry: (a) A complete poem if less than 250 words and if printed on not more than two pages or, (b) from a longer poem, an excerpt of not more than 250 words.
- (ii) Prose: (a) Either a complete article, story or essay of less than 2,500 words, or (b) an excerpt from any prose work of not more than 1,000 words or 10% of the work, whichever is less, but in any event a minimum of 500 words.

[Each of the numerical limits stated in “i” and “ii” above may be expanded to permit the completion of an unfinished line of a poem or of an unfinished prose paragraph.]

- (iii) Illustration: One chart, graph, diagram, drawing, cartoon or picture per book or per periodical issue.
- (iv) “Special” works: Certain works in poetry, prose or in “poetic prose” which often combine language with illustrations and which are

intended sometimes for children and at other times for a more general audience fall short of 2,500 words in their entirety.

Paragraph “ii” above notwithstanding such “special works” may not be reproduced in their entirety; however, an excerpt comprising not more than two of the published pages of such special work and containing not more than 10% of the words found in the text thereof, may be reproduced.

Cumulative Effect

- (i) The copying of the material is for only one course in the school in which the copies are made.
- (ii) Not more than one short poem, article, story, essay or two excerpts may be copied from the same author, nor more than three from the same collective work or periodical volume during one class term.
- (iii) There shall not be more than nine instances of such multiple copying for one course during one class term.

[The limitations stated in “ii” and “iii” above shall not apply to current news periodicals and newspapers and current news sections of other periodicals.]

I hereby certify that, with respect to the work or portion(s) thereof described above:

- I have written permission or authorization from the owner of the appropriate copyright or the owner’s authorized agent to make or distribute such copies (whether in print or in digital form).
[attach copy of written permission or authorization]
- I have reviewed the conditions of brevity and cumulative effect set forth above and the copies of the copyrighted work to be made or distributed in print or in digital form are in full compliance with both the condition of brevity and the condition of cumulative effect.

Signed: _____

Date: _____