



早稲田大学図書館
WASEDA University Library

Conducting and managing documents

November 15, 2012

Agenda

1. Basics of copyright
2. Necessary information for citing materials
3. Citation Manager

1. Basics of copyright

Definitions

□ Work(s)

"work" means a production in which thoughts or sentiments are expressed in a creative way and which falls within the literary, scientific, artistic or musical domain

□ Author

"author" means a person who creates the work

(From Copyright Act: Article 2)

Sort of works

- ❑ **Literary Works** (Academic articles, Novels, Scenarios, Poetries, Speeches, etc...)
- ❑ **Musical Works** (Melodies, Lyrics)
- ❑ **Artistic Works** (Paintings, Printings, Handwritings, Engravings, Cartoons, Comics, etc...)
- ❑ **Geographic/Academic diagrams and models**
- ❑ **Cinematographic/Photographic Works**
- ❑ **Computer Program Works etc...**
- ❑ **Derivative Works** (Translations/Adaptations)
- ❑ **Compilation Works** (Encyclopedias/Dictionaries, etc...)

Sort of copyrights

Rights of author		Rights of transmitter*
Moral rights of author	Assets of author	Neighboring rights
Right to <ul style="list-style-type: none"> •make the work public •determine the indication of the author's name •maintain integrity 	Right of <ul style="list-style-type: none"> •reproduction •public transmission •recitation •screen presentation •exploitation of a derivative works etc 	Right to / of <ul style="list-style-type: none"> •indicate name •preserve integrity •reproduction •make sound / visual recordings •broadcast etc
The copyright shall continue to subsist <u>until the end of the fifty year period</u> following the death of the author. (For movies, until the end of the seventy year period following the making public of the work.)		The duration of neighboring rights shall expire <u>at the passage of fifty years</u> commencing with the year immediately following the year when the performance/publication/broadcast took place.

Using other persons' works

- When you want to cite a part of someone's work, **permission from the author is needed** as a general rule.

- But for the specific use which is provided in the copyright law, you don't need permission.

Cases for free use (Example)

□ Reproduction for private use

(using copying machine at the convenience store, etc...
However, if you make sound or visual recordings with the machines that can make digital sound and recordings, you shall pay reasonable amount of compensation to the copyright holders.)

□ Reproduction in the library

(a person can make only single reproduction of less than half of the work for a purpose of his research or study.)

□ Quotations

(However, it has to be compatible with fair practice and to the justified extent by the purpose of the quotation.)

Copyright infringement

- Large quantity downloads
- Forwarding/Transferring data to
a third person without permission
- Using works except for academic purpose
- Plagiarism

Large quantity downloads

A case which happened as a practical matter:

- Downloading whole one volume of the journal.
- Large quantity downloads by using robot / own programming (add-in of Mozilla FireFox like “DownThemAll!”, etc···)
- Bulk download by using pre-read function tools of the web browser.

→ DB is going to stop automatically and access of whole university is going to be suspended. Many people’s research will be interrupted.

→ Strict warning will be given to you and your advisory professor.

→ University will investigate the incident, and will submit apology letter and a request for reconnection with preventive measures to the DB’s provider.

Plagiarism

- Plagiarism:
when someone uses another person's words, ideas, or work and pretends they are their own

(From The Longman Dictionary of Contemporary English Online)

⇒ It is important to cite/quote rightly

- At Waseda University, if plagiarism is declared, not only the credits for certain course will be deprived but also for other subjects, and suspension from school can be taken, too.

Quoting rightly

- Compatible with fair practice ⇒ necessary
- Within the limited scope ⇒ Your writing is main
- Make sure to enclose the phrase with “” (or 「」 if you are writing in Japanese) so that the reader can tell that the phrase is quoted
- Specify the works you cited
 - ⇒ Write the bibliography of the source
(Title, Author, Publication Year, Pages, etc...)
- ◆ If you don't quote rightly, it's going to be deemed as plagiarism / copyright infringement.

Infringement of copyright is **a crime**

- Use of works without permission/ beyond the limited scope



Imprisonment with work for a term not more than ten years
or
by a fine of not more than ten million Yen

IF you want to know more about the copyrights...

⇒CRIC=Copyright research and information center

(<http://www.cric.or.jp/>)

2. Necessary information for citing materials

Format

□ SIST

<http://sti.jst.go.jp/sist/>

Necessary information (Book)

Katsuhiko Shirai, Junko Edahiro ; [translated by Randal Helten].

author

University power : how Waseda University shifted gears for the 21st century

title

Waseda University International, 2006, 127p.

publisher

year

total pages

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F377.28 00211

call number

Necessary information (E-Book)

Mikio Tohyama. Sound and Signals. 1st Edition,

author

title

edition

Springer ,

publisher

2011,

published year

390p.

total pages

**[http://link.springer.com/book/10.1007/978-3-642-20122-6/
page/1](http://link.springer.com/book/10.1007/978-3-642-20122-6/page/1) (2012-11-12)**

URL

access date

Necessary information (Journal article)

Yamakawa, Hiroshi

author

Study on heredity and evolution of designs by using genetic algorithms

article title

Transactions of the Japan Society of Mechanical Engineers, Part C.

journal title

1995, Volume 61, Issue 592, Pages 4646-4652

year

volume,no.

pages

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none

call number

Necessary information (Online Journal article)

Kimura, H. , Nakajima, T.

author

Applying smart objects for persuading users to change their behavior.

article title

International Journal of Multimedia and Ubiquitous Engineering.

journal title

2009, Volume 4, Issue 3, Pages 21-36

year

volume, no.

page

http://www.sersc.org/journals/IJMUE/vol4_no3_2009/2.pdf

URL

access 2012-11-14

access date

3. Citation Manager

Troubles in citation management

- Loss of memo
- PC was broken
- Hard to make citation list

⇒ Using Citation Management will resolve these troubles

Merit of Citation Management

- Web based service
- Creative personal account
- Creative folders
- Import records from Database
- Create bibliography (in many formats)
- Information sharing that imported

Let's use RefWorks



- ❑ Waseda University contract
- ❑ Available after graduation
- ❑ Available from "Waseda E-Resource Portal"
<http://www.wul.waseda.ac.jp/imas/index-e.html>
- ❑ Help
<http://www.refworks.com/refworks2/help/RefWorks2.htm>

Examples of other citation manager

- **Endnote Web**

The logo for Endnote Web, featuring the text "ENDNOTE® WEB" in red and "provided by WEB OF KNOWLEDGE™" in black, all within a grey rectangular box with a black border.

It's in the Web of Science. You need to register.

- **Zotero**

The logo for Zotero, featuring the word "zotero" in a lowercase, sans-serif font, with the "z" in red and the rest in black, all within a grey rectangular box with a black border.

You can manage citation, import PDF files of the articles. (Free)

- **Mendeley**

The logo for Mendeley, featuring a red icon of three interconnected nodes and the word "MENDELEY" in red, all within a grey rectangular box with a black border.

You can manage citation, import PDF files of the articles.
Social Network System is provided. (Free)