COPYRIGHT SCENARIO CHECKLIST

1 POWER POINT PRESENTATION

- Materials that get from any web need a permission before use it in slide presentation
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- If information is needed from any resources to put on slide, it need to email for asking permission and give thanks to the writers or the owner.
- Same with put the anime or cartoons in the slide presentation. You not be allowed to copy and paste the cartoons because this is the plagiarism.
- You need to ask permission and pay if that resources need to pay.

2 HAVE PASSWORDS TO COPYRIGHT THE MATERIALS IN INTERNET

- Sharing a passwords to student that only need and make it as a private password.
- Only students that need the resources are available to access the web and get the information that given by teacher.
- If students want access the web at home or anywhere it safe and legitimate because the students have license to access it.
- Make sure that the materials are available, relevant and up to date

3 COPYING CDs WITH MUSIC, VIDEO, IMAGE

- Use any image, video or music that intended for learning process is allowed without permission
- Not use any music, video or image that not covered or does 't have licenses.
- Buy the rights or legitimate entertainment and get the resources that have lisences collection.
- Avoid duplication from the resources that not have license.

4 COPYING AND INSTALLATION SOFTWARE

- The purpose copying software CDs is to make copies the information that lost or damaged.
- Copying software CDs in class in unlegitimate activities.
- Search the software that legitimate and get the permission before use or install.
- Have a license or permission to make a installation.

5 COPY MACHINE

- A copy that students used need have instruction and the purpose copying the information is just as a guidelines to student refer.
- Copy and paste are not allowed and unlegitimate
- Make sure that a copying is right and acquired.
- Teacher need to list the materials that have license and consumables that can student buy and used with the right ways.