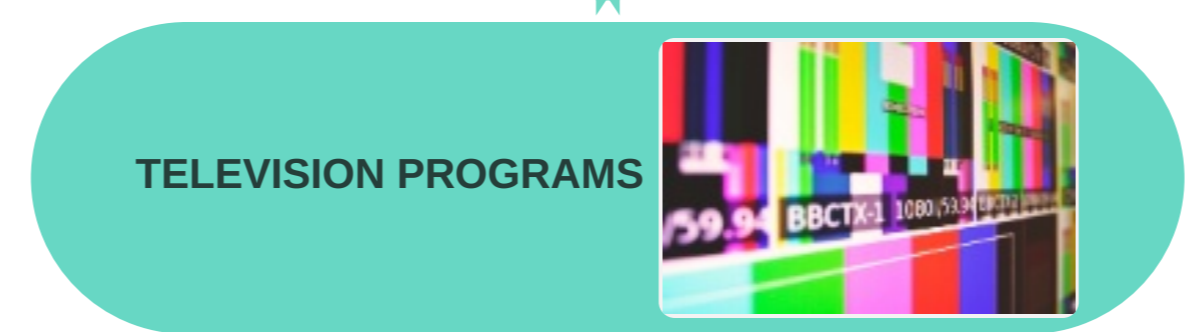
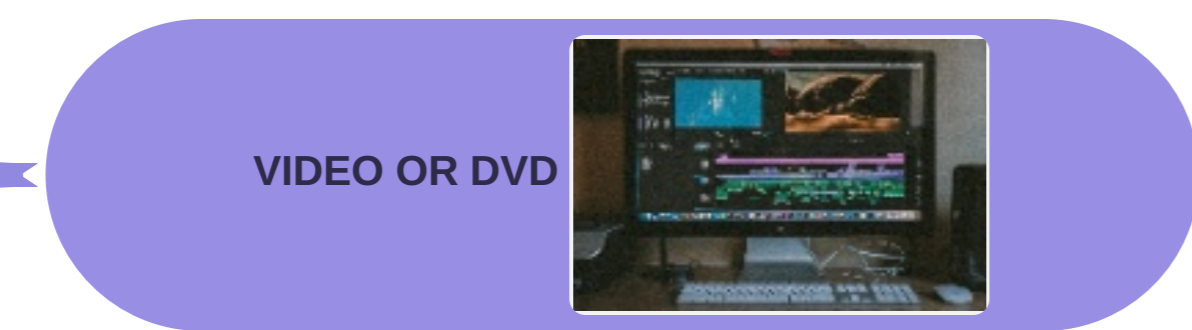


**Videotape anthologies** :The copyright guidelines unfortunately prohibit the creation of videotape anthologies from video.

• **Digitizing video (media)** : Copies are not legitimate for non-instructional projects.



**Taping television programs in the library for teachers** It must not be done "in anticipation" of requests.



**Software installation**, more students using the software than there are licenses.

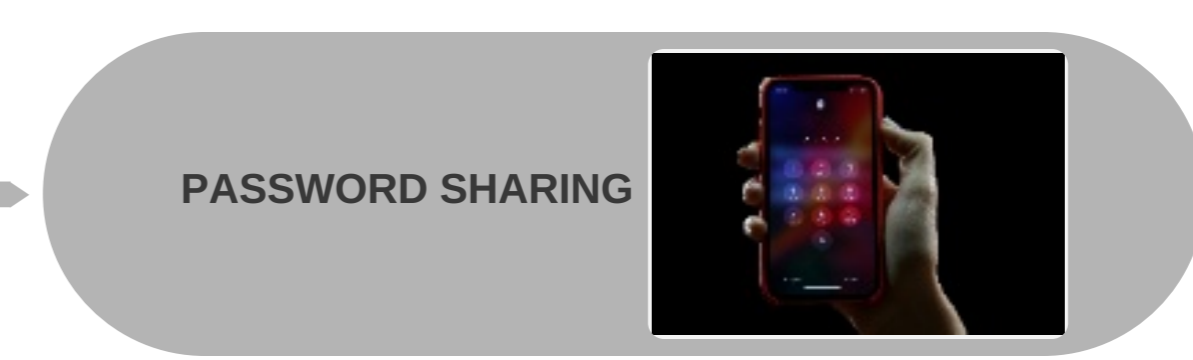
**Copying software CD**, copying in lieu of purchase

**Library checkout of software**, the software sent home is a copy

**Software found on school computers**, software illegally installed ie,games.

**Consumables being copied**

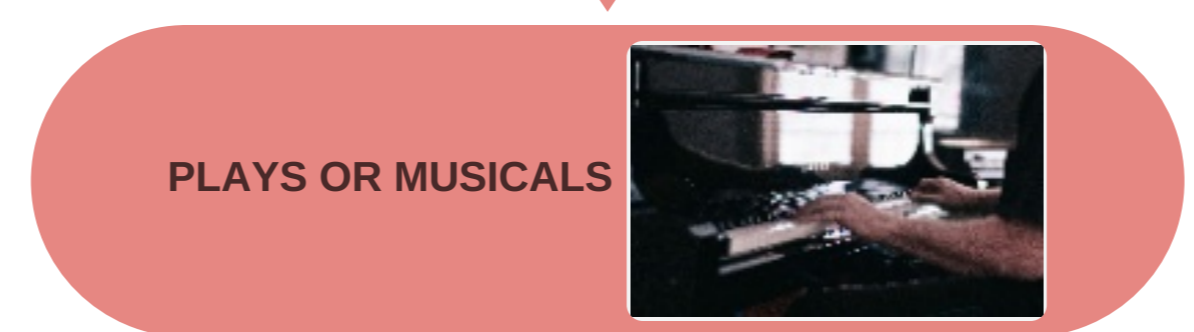
**The work being copied was not legitimately acquired**



**Sharing passwords beyond the license**,eg sharing of single user licenses

**Cartoons in PowerPoint presentation** eg: Presentations that are not instructional (as in a K-12 lesson plan) may not be used without license.

**PowerPoint presentations downloaded from the web for instruction** Eg, material must not be from propriety sources



**Performance of copyrighted works outside the world of face-to-face instruction without permission or payment**



**Posting music on the Internet on a site open to the public** eg,school homepage or teacher page. Popular commercial titles are almost never open to legitimate posting.

**Posting copyrighted material on the Internet** eg, the material is not password protected or the material was not legitimately acquired.