



## OER DEPOSIT AGREEMENT

Required information	
Author/owner name(s)	<i>Copyright holder name</i>
Author/owner email(s)	<i>Copyright holder email</i>
UCL staff/student no.(s)	<i>Depositor staff/student no.</i>
OER title(s)	<i>OER title(s)</i>
Date created	<i>Date of creation</i>
Description	<i>Contextual description of the resource</i>
Keywords/tags	<i>Keywords that are relevant to academics in the field</i>
Subject	<i>Subject</i>
Author/owner department	<i>Copyright holder department</i>
Version	<i>Version number</i>
Comments	<i>Optional</i>

Users should be aware that OER deposited in the OpenEd@UCL repository will be made publicly available online. Such online availability ensures maximum visibility and access to UCL OER. However, there may be circumstances where it is not possible to give permission for online access, for instance for reasons of commercial confidentiality or conditions imposed by sponsors. For further information, please contact the project team ([oer@ucl.ac.uk](mailto:oer@ucl.ac.uk)).

If you believe you have a legitimate reason to request the removal of an item in OpenEd@UCL (relating, for instance, to issues with intellectual property, copyright, publishers' rules, third-party copyright, moral rights or other legal issues), please e-mail the following details to [oer@ucl.ac.uk](mailto:oer@ucl.ac.uk):

- bibliographic details of the material, including the full URL
- the nature of your complaint and action required
- if your complaint or request relates to copyright or related rights, confirmation that you are the rights holder or affected subject, or an authorised representative of the rights holder or affected subject
- your contact details

We will acknowledge receipt as soon as possible. Where the grounds for complaint appear to be reasonable, we will temporarily remove the material in question, pending further investigation. If the complaint is found to be legitimate, the material will be permanently removed from the repository.

### ACCESS PERMISSIONS AND TRANSFER OF NON-EXCLUSIVE RIGHTS

By giving permission you understand that your OER will be accessible to a wide variety of people and institutions - including automated agents - via the World Wide Web. Once the Work is deposited, a citation to the Work will always remain visible. Removal of the Work can be made after discussion with the OER team, who shall make best efforts to ensure removal of the Work from any third party with whom OpenEd@UCL has an agreement.

I understand the OER listed on this form will be deposited on OpenEd@UCL, and by giving permission to UCL to make my OER publicly available, agree to the following:

- I am the Author and have the right to deposit.

- I agree that the OpenEd@UCL administrators or any third party with whom OpenEd@UCL has an agreement to do so may, without changing content, translate the Work to any medium or format for the purpose of future preservation and accessibility.

- I understand that the rights granted to OpenEd@UCL through this agreement are entirely non-exclusive and royalty free and that I am free to publish the Work in its present version or future versions elsewhere.

(Please tick **one** box to indicate if you wish UCL to makes your thesis available online)

I give UCL permission to make my OER publicly available <b>online</b> under a <a href="#">Creative Commons Attribution-ShareAlike 4.0 International Public Licence</a> .	YES <input type="checkbox"/>
	NO <input type="checkbox"/>

## INCLUSION OF COPYRIGHT MATERIAL

To be completed for all submissions

If your OER contains material where the copyright is owned by someone other than yourself (third party copyright material) you will need to obtain permission from the copyright holder before it can be made publicly available on OpenEd@UCL. For further information on including copyright material in your OER please see the UCL 'Using copyright materials in your own work and in teaching' web page at: <http://www.ucl.ac.uk/library/copyright/using-copyright-materials-own-work> and the 'Copyright for E-learning' webpage at: <http://www.ucl.ac.uk/library/teaching-support/support/copyright-elearn>.

You must obtain and store the necessary permissions to reuse third-party copyright material, if applicable, before uploading your OER.

Please indicate below which situation applies (*Please tick one box*)

There is no third-party copyright material in my OER.	<input type="checkbox"/>
I am using third-party content under the terms of its designated licence, e.g. a Creative Commons licence.	<input type="checkbox"/>
I am using third-party content and I have gained the permissions necessary to make my OER publicly available <b>online</b> . I am responsible for storing these permissions and can make them available if needed.	<input type="checkbox"/>

## WARRANTIES

I agree as follows:

- That I am the author or co-author of the work and have the authority on behalf of the author or authors to make this agreement and to hereby give the OpenEd@UCL administrators the right to make available the Work in the way described above.

- That I have exercised reasonable care to ensure that the Work does not to the best of my knowledge break any UK law or infringe any third party's copyright or other Intellectual Property Right.

- The administrators of OpenEd@UCL do not hold any obligation to take legal action on behalf of the Depositor, or other rights holders, in the event of breach of intellectual property rights, or any other right, in the material deposited.

- That I attribute a [Creative Commons Attribution-ShareAlike 4.0 International Public Licence](#) to my OER which allows for re-use where I am attributed as the Author and modification/adaptation of the original Work.

*Type full name*

*DD-MM-YYYY*

---

Electronic signature (Author)

---

Date