Survey of Copyright Officers in the UK - version 2

Q1 This survey is designed to gather information about copyright officers or similar specialists in UK libraries, educational and cultural institutions. The findings will be anonymised and are being collected for research purposes. Please provide the name of your organisation and contact details at the end of the survey to ensure we don't get multiple responses from the same institutions.

If you have any questions about this survey please contact: ukcopyrightlit@gmail.com

Q2 What type of organisation do you work for?
- University
- Further Education College
- School
- Public Library
- Museum or Gallery
- Governmental organisation (including national library)
- Other (please specify)

Q3 Do you have a member of staff designated as a copyright officer / advisor? (this is the person who has primary responsibility for copyright matters or who is the main source of copyright advice in your organisation)
- Yes
- No
- Don't know
- We are recruiting / planning on doing so

Q4 If yes, at what grade/salary band?
- Less than £20K
- £20K-29K
- £30-39K
- Above £40K
- Don't know
Q5. What level of qualification does your copyright officer / advisor have?

<table>
<thead>
<tr>
<th>Library / archive / cultural heritage</th>
<th>No</th>
<th>BA / BSc</th>
<th>Diploma</th>
<th>MA / MSc</th>
<th>PhD</th>
</tr>
</thead>
<tbody>
<tr>
<td>Legal</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Q6. How long has your institution had a copyright officer?

- Less than 1 year
- More than 1 year, but less than 3
- More than 3 years but less than 10
- 10 years or more

Q7. Where in the organisation is the copyright officer based?

- Library
- IT
- Central Registry
- Converged Library and IT Service
- Licensing department
- Other

Q8. Do you measure the benefits of having a copyright officer?

- Yes
- No
- Don't know
Q9: If you do measure the benefits of having a copyright officer, please tell us how you do this and what benefits you have been able to identify.

Q10: What percentage of the copyright officer’s time is spent on copyright issues?

Q11: What type of work is the copyright officer involved in?

Q12: Are there any other staff responsible for copyright matters at your institution?
Q13
If yes, how many staff and please describe briefly what they do? e.g. license your own institution's intellectual property.

Q14
Who in your organisation is ultimately accountable for copyright issues? If it is more than one person please explain how it works.

Q15
How is copyright training delivered to staff?
- Face to face - interactive workshop
- Face to face - lecture style
- One to one training
- Online
- Other
- We don't provide copyright training for staff
How is copyright training and information delivered to staff?

Note: you need to tick at least one option in each row, so if you do not provide staff training for any of the groups listed, tick 'No training provided'.

<table>
<thead>
<tr>
<th>Lecturers</th>
<th>Researchers</th>
<th>Support Staff</th>
<th>Library staff</th>
</tr>
</thead>
<tbody>
<tr>
<td>Interactive workshops</td>
<td>Lecture style talk</td>
<td>One to one session</td>
<td>Webinars</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Which copyright related topics do you cover in your staff training programmes? e.g. use of images in teaching

Who delivers this copyright training?

- Copyright Officer / advisor
- External trainers
- Another person (please specify)

Is copyright training compulsory for certain staff members?

- Yes
- No
- Don't know
**Q20**
If yes, please enter the groups of staff for which copyright training is compulsory e.g. teaching staff

**Q21**
How is copyright training and information delivered to students in your university?

*Note: you need to tick at least one option in each row, so if you do not provide training for any of the student groups listed, tick 'No training provided'.*

<table>
<thead>
<tr>
<th></th>
<th>Interactive workshop</th>
<th>Lecture style talk</th>
<th>One to one session</th>
<th>Webinars</th>
<th>Webpages</th>
<th>Printed guides and leaflets</th>
<th>Online course</th>
<th>Social media</th>
</tr>
</thead>
<tbody>
<tr>
<td>PG Research</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PG Taught</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Undergraduate</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Q22**
How is copyright training and information delivered to students at your College?

- Face to face - interactive workshop
- Face to face - lecture style
- One to one training
- Webinars
- Web pages
- Printed leaflets and booklets
- Online course
- Social media
- Other 1
- We don’t provide copyright training for students
Q23 How is copyright training and information delivered to students at your school?
- Face to face - interactive workshop
- Face to face - lecture style
- One to one training
- Webinars
- Web pages
- Printed leaflets and booklets
- Online - course
- Social media
- Other 1
- We don't provide copyright training for students

Q24 Which copyright related topics do you cover in your university's student training programmes? e.g. posting content to social media

Q25 Which copyright related topics do you cover in your College's student training programmes? e.g. posting content to social media
Q26 Which copyright related topics do you cover in your School's student training programmes? e.g. posting content to social media

Q27 What training and support did you receive as a copyright officer / advisor?
- External training
- Formal accreditation
- Online learning
- Peer-group support
- Taught by a colleague
- Other (please specify)
- None - I taught myself

Q28 What resources do you use to keep yourself up to date and well informed?
- Mailing lists
- Websites
- Books
- Journals
- Other (please specify)
What are favourite, or most used, sources of copyright information and support? (please provide names and URLs where appropriate)

Please state the name of your institution. This is required to ensure we only receive one response per institution. This information will remain confidential.

If you are happy for us to contact you to follow up any points in this survey. Please provide your contact details below. This is optional and we will ensure that all responses remain anonymised.

Name

Email

Telephone number (work)