PERMISSION TO DEPOSIT HONORS PROJECTS
DeWitt Wallace Library, Macalester College

Please read this agreement carefully before submitting your document.

Title: ____________________________________________

Author (please print first and last name): ____________________________________________

The DeWitt Wallace Library preserves all Honors Projects in digital form, and provides access in several ways in order to promote Macalester scholarship and better serve the scholarly community. Honors Projects are:

- available on-site via appointment in the College Archives;
- cataloged in OCLC WorldCat and discoverable in Google Scholar;
- shared through interlibrary loan; and
- made available in DigitalCommons@Macalester digitalcommons.macalester.edu.

DigitalCommons is Macalester’s open access institutional repository and a permanent archive for digital content produced by Macalester students, faculty, and staff. Materials in DigitalCommons are searchable via Google Scholar and other search engines, and are freely accessible to the world. However, you retain any/all copyright you may have to the submitted material, and your copyright protects against unauthorized reproduction of the content. Some departments may restrict honors work that is part of continuing research. In these cases, the Honors Project is limited to on-campus computer access only and will not be shared through interlibrary loan.

I have read the above and:

- I AGREE to make my Honors Project available to the Macalester College and larger scholarly communities through our permanent repository DigitalCommons@Macalester or its successor technology.

Signed ______________________________ Date __________________

OR

- I DO NOT want my Honors Project openly available to the larger scholarly community. My Honors Project should be limited to on-campus computer access only in DigitalCommons and NOT shared through interlibrary loan.

Signed ______________________________ Date __________________

Approved by Faculty Advisor __________________________ Date ________________

Faculty Advisor: Please check here if this Honors Project should not be included in DigitalCommons at all. ☐

Do you have datasets?  ☐ NO  ☐ YES
Do you have permission from advisors/collaborators to share the data?  ☐ NO  ☐ YES
• If YES to both and you wish to make your data available, please fill out the back of this form.

NOTICE OF ORIGINAL WORK AND USE OF COPYRIGHT PROTECTED MATERIALS:

If your Honors Project includes images or other media that are not original works by you, you must have permission from original content providers or the images will not be included in the DigitalCommons version. The same copyright stipulations apply to honors with music, data sets, or other accompanying material that is not original work by you. If your work includes interviews, you must have permission from interviewees to make their interviews public.

- I ACKNOWLEDGE that all work contained in the document I am submitting is original work by me. If it contains works (or excerpts) by others, I have either included the appropriate citations and/or permissions in my Honors Project, or I have forwarded copies of the permissions to scholarpub@macalester.edu.

Signed ______________________________ Date __________________
CONTRIBUTION OF DATA TO DIGITALCOMMONS@MACALESTER

If you used data for your Honors Project, whether it’s data you collected yourself or compiled from multiple sources, please consider sharing it along with your paper. The data files will reside with your Honors Project.

Please read this agreement carefully. All fields are required; use N/A if a field does not apply to your contribution.

Title of dataset(s): ____________________________________________________________

Description: __________________________________________________________________

______________________________________________________________________________

______________________________________________________________________________

Suggested keywords: ____________________________________________________________

______________________________________________________________________________

Dates Covered (data collected covers what period of time?): ____________________________

Geographic Coverage: ____________________________________________________________

File type(s) (non-proprietary types preferred): ______________________________________

Software required for accessing data: ______________________________________________

Research project description: ________________________________________________________

______________________________________________________________________________

______________________________________________________________________________

______________________________________________________________________________

Additional contributors (last name, first name): ________________________________________

______________________________________________________________________________

By signing this permission form you agree:

• you have the rights to share your data and any accompanying material;
• your contribution does not infringe any patent, trademark, trade secret, copyright, right of publicity or other right of any other person or entity;
• your contribution is not unlawful, threatening, abusive, harassing, defamatory, libelous, deceptive, fraudulent, tortious, or invasive of another's privacy;
• the accompanying metadata may be reused in any medium without prior permission; and
• you have read this form.

Copyright
U.S. copyright does not cover individual pieces of factual data, however the data set as a whole, and the design of it, could potentially be copyrighted under certain circumstances, such as if it is your unique creation. You retain any/all copyright that you currently may have to the submitted material. If you wish, you may apply a license or waiver, such as Creative Commons share-alike and attribution licensing, to your data set. By default, an Open Data Commons Public Domain Dedication will be applied, making your data accessible to all. You must consult with the Macalester College Library if you wish to apply any restrictions as conditions for using and/or accessing your submitted material. More information about licensing your data can be found at Open Data Commons http://opendatacommons.org/licenses/.

If you have questions, please contact scholarpub@macalester.edu.  

rev. 4/2016