

CSU EPRESS

The Publishing Guide for
Theses and Dissertations



COLUMBUS STATE
UNIVERSITY

THE CSU EPRESS

WHAT IT IS AND WHY IT IS IMPORTANT

The CSU ePress is CSU's institutional repository--a local database of faculty's and students' research and academic work. It contains not only the CSU theses and dissertations, but also several online journals, a couple of online textbooks written by CSU faculty, and student publications, such as the *Arden*.

The platform that hosts the CSU ePress is called Digital Commons. Digital Commons is a product of bepress, a company located in Berkeley, California. A few years ago, the large publishing company, Elsevier, bought bepress; however, bepress still maintains control of the development and maintenance of Digital Commons.

Starting in January 2020, all CSU theses and dissertations will be published electronically in the CSU ePress.

COPYRIGHT?

WHY IS IT IMPORTANT IN THE CSU EPRESS

According to the United States Constitution (Article 1, Section 8, Clause 8), the purpose of copyright is to encourage the creation of original works by guaranteeing for a limited time the sole rights to the creators of those works.

Copyright works are creative entities that are fixed in tangible form. Therefore, you already own the copyright on your thesis or dissertation since it is in a tangible form (i.e., a Word or PDF document). The problem with this "All Rights Reserved" copyright is that people cannot share or adapt your work on the World Wide Web.

COPYRIGHT?

SHARING ON THE WORLD WIDE WEB

Sharing is part of the Internet climate. When you find a useful video online, for example, you want to share it with your friends. However, legally, you may not be able to do so if the video is under an "All Rights Reserved" copyright. Likewise, copyright may prohibit sharing images, music, poems, short stories, e-books and other media on the Web. One legal way to share resources is using an open license that outlines what acceptable use is. Creative Commons licenses do this. More on Creative Commons shortly.

COPYRIGHT?

REMIXING ON THE WORLD WIDE WEB

Along with sharing, adapting or remixing is another activity that occurs frequently on the Internet. For example, you may find an image on the Internet that you would like to superimpose another photo on top of to create a new image for your art history assignment. If the original image is All Rights Reserved copyrighted, you legally cannot do this. However, if the original image is licensed, you may have the right to make the adaptation legally within the confines of the license. Most Creative Commons licenses allow you to remix legally on the World Wide Web.

COPYRIGHT ON THE CSU EPRESS

WHAT YOU NEED TO KNOW

As stated above, your thesis or dissertation is automatically copyrighted once it is secured in a tangible form. You own this copyright throughout the span of your life, plus 70 years.

The CSU ePress uses a Creative Commons license to ensure that your work is shared on the World Wide Web for people to read, share and add on to your scholarship.

**CREATIVE
COMMONS**

WHAT IS CREATIVE COMMONS?

OVERVIEW

Creative Commons was created to advocate for people who want to share and remix content on the World Wide Web. Creative Commons is a response to the tension between Copyright Law and the creative, collaborative experience of creators on the Internet.

WHY IS CREATIVE COMMONS IMPORTANT TO ME?

THINGS TO KNOW

Creative Commons licenses are used in the CSU ePress because your thesis or dissertation will be made available freely online for people to share, adapt and add to the scholarly conversation of your particular discipline.

This short guide will discuss the ins and outs of the Creative Commons licenses. Likewise, information about other aspects of publishing in the CSU ePress will also be discussed.

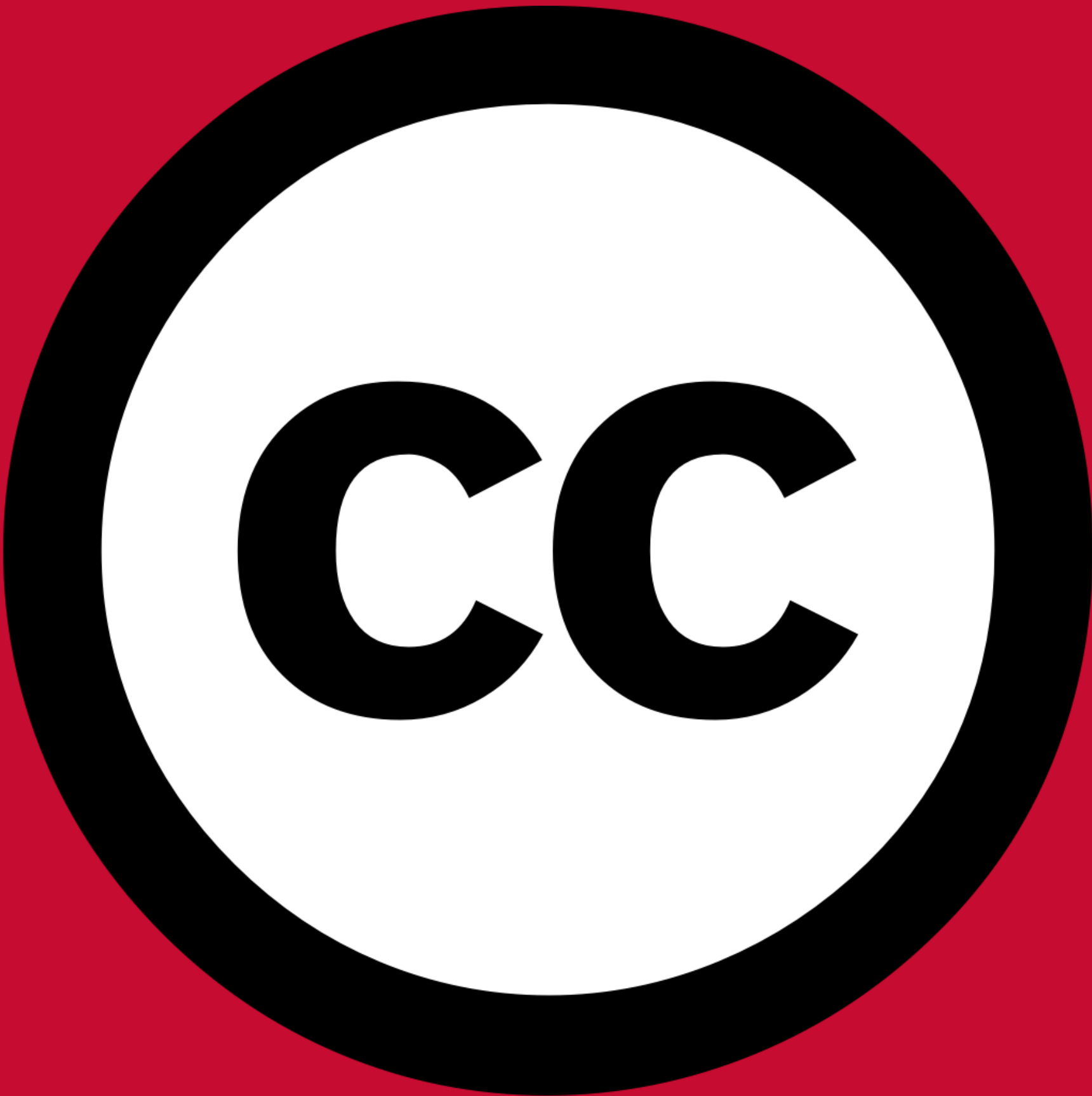
A BRIEF HISTORY OF CREATIVE COMMONS

IT STARTED WITH SOME COPYRIGHT LEGISLATION

The history of Creative Commons starts with the Sonny Bono Term Extension Act (CTEA), which extended copyright terms to life of the creator, plus 70 years. Lawrence Lessig, a copyright lawyer, thought that the CTEA was unconstitutional and took the issue to the Supreme Court. He lost the case, but this loss motivated him and others to start Creative Commons.

In 2002, Creative Commons released six licenses that allow people to maintain their copyrights, while also giving others permissions to remix and share their work on the World Wide Web.

Today, Creative Commons licenses are used in over 1.4 billion works online on 9 million websites. Creative Commons licenses are also found on major online platforms, such as Flickr, Wikipedia and YouTube.



CREATIVE COMMONS LICENSES

THINGS TO KNOW

Creative Commons licenses give you a simple way to grant copyright permissions to your work. In other words, the CC licenses allow you to keep your copyright privileges while allowing others to copy, distribute, and sometimes adapt your work--activities that we all want to do on the Internet. Other information to know about Creative Commons licenses is:

- They give credit to the copyright holder in all cases;
- They last as long as copyright lasts (life of the author, plus 70 years);
- They allow you to choose whether you would like others to make commercial use of your work and/or whether you allow users to make adaptations of your work;
- They allow you to decide whether your work should be shared or adapted under the same license as your original.

FUNDAMENTAL PRINCIPLE OF CREATIVE COMMONS

DO CC LICENSES AFFECT EXCEPTIONS AND LIMITATIONS TO COPYRIGHT OR TO THE PUBLIC DOMAIN?

The fundamental principle of Creative Commons licenses is that they are not activated by uses governed by exceptions and limitations to copyright, such as fair use or fair dealing. Creative Commons licenses do not impose restrictions on these uses.

This includes the public domain. When there is no copyright, the Creative Commons licenses are not triggered to work and have no influence on use in the public domain.

More information about fair use and the public domain is in the resources list.

FOUR LICENSE ELEMENTS

There are four elements that make up the six Creative Commons licenses. These elements are the building blocks of the licenses. They are:

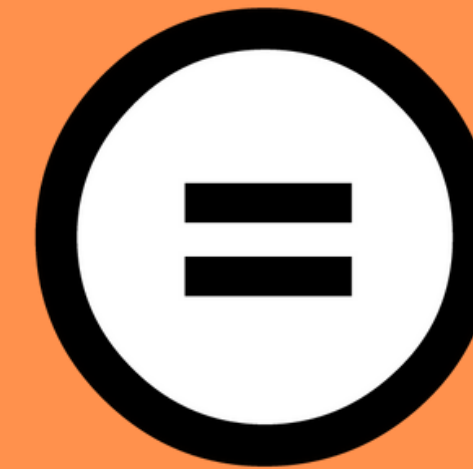
- **Attribution (BY):** All six of the Creative Commons licenses contain the Attribution element. BY means that you must reference the licensors of the works that you use.
- **NonCommercial (NC):** You can use, share or modify works; however, you cannot use the works commercially without permission.
- **No Derivatives (ND):** You can use or share works; however, you cannot modify works without the permission of the Licensor.
- **Share Alike (SA):** You can use, share or modify the work as long as you license your derivatives with the same license as the original work.



BY



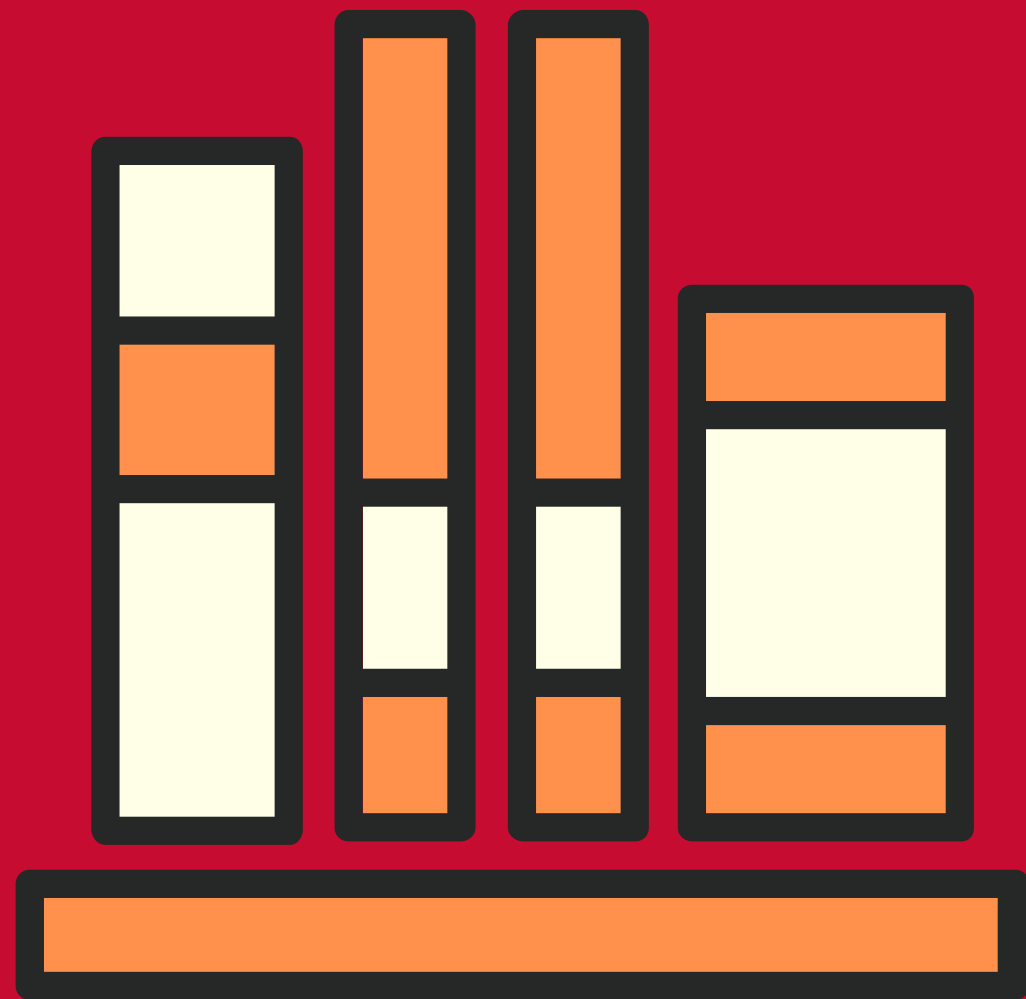
NC



ND



SA



CREATIVE COMMONS LICENSES

There are six licenses in the Creative Commons Suite.

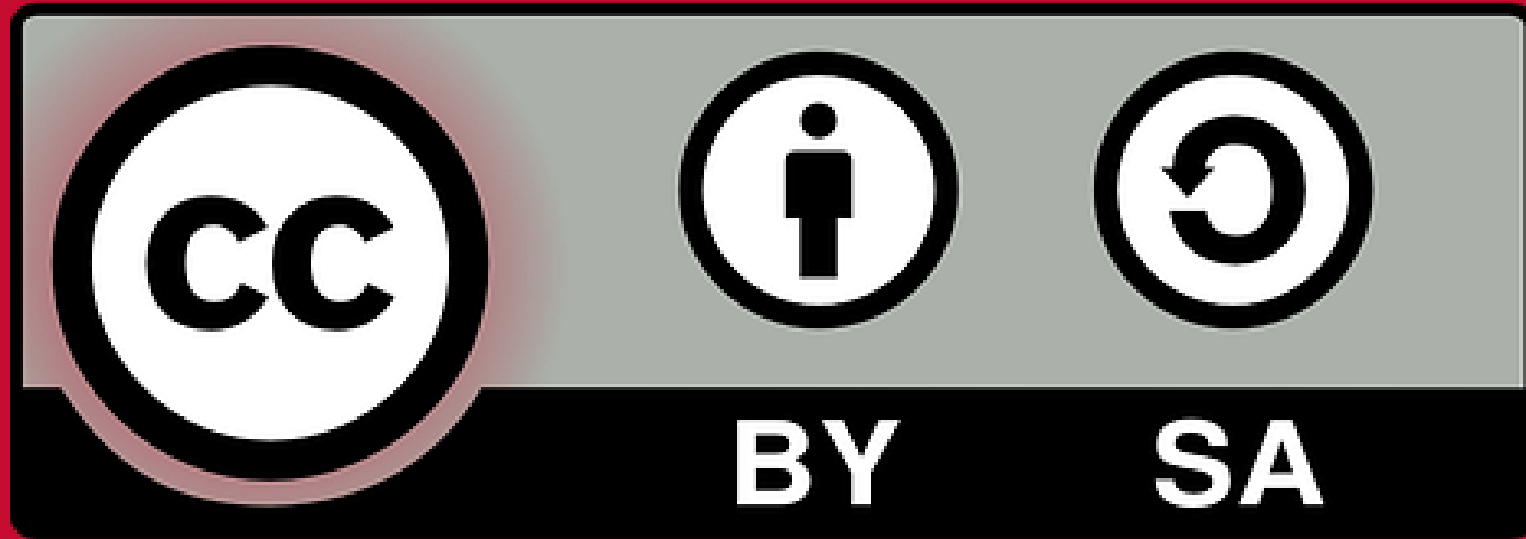
THE LICENSES ARE MADE UP OF THE FOUR ELEMENTS.



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Attribution

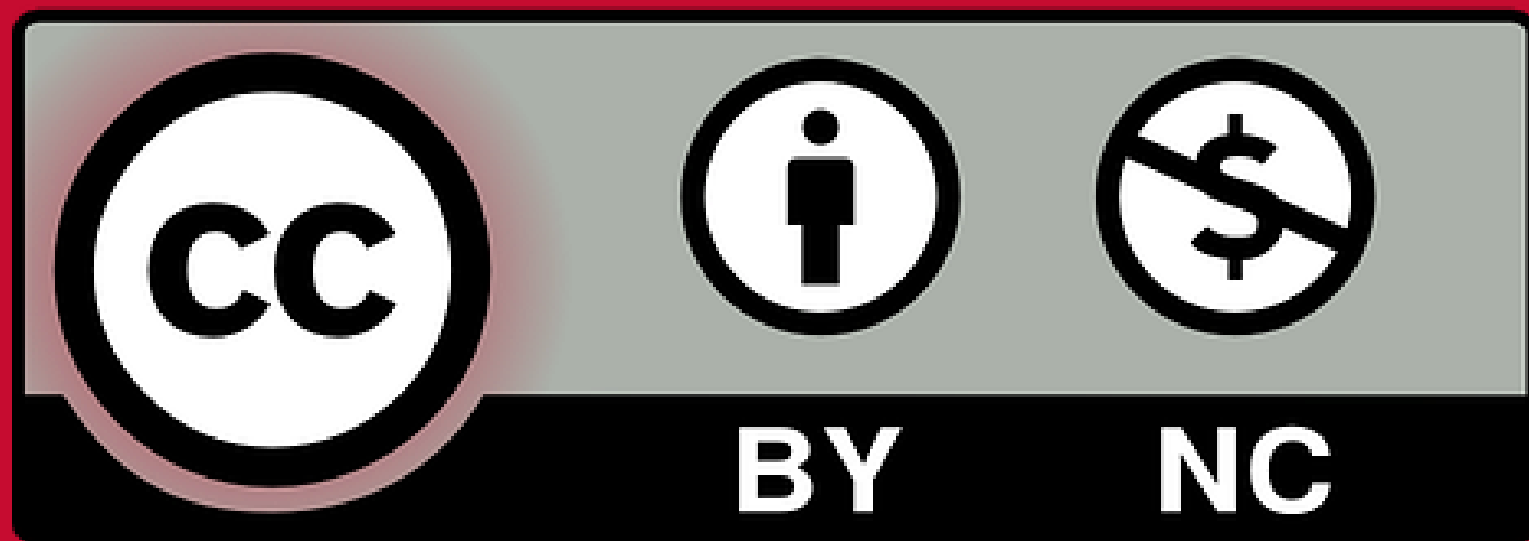
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CREATIVE COMMONS LICENSES

Attribution- NonCommercial

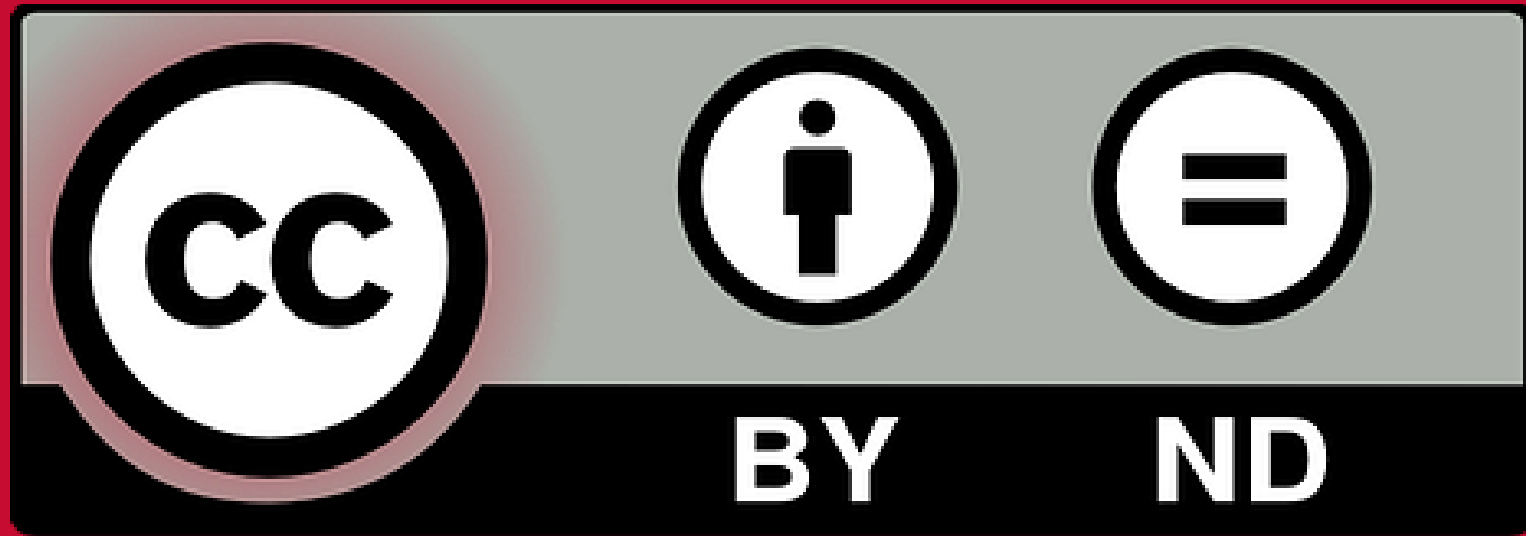
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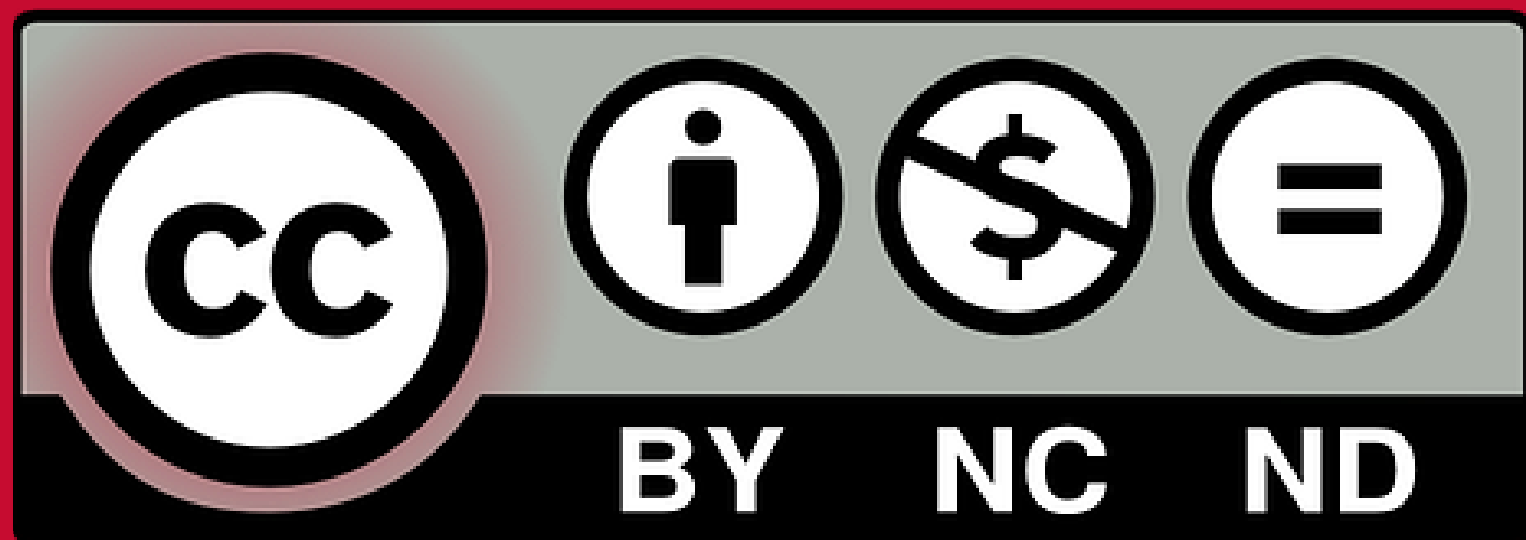
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CREATIVE COMMONS LICENSES

Attribution- NoDerivatives

The CC BY-ND license allows people to use unadapted works in any way as long as they attribute the author as the creator.



CREATIVE COMMONS LICENSES

Attribution- NonCommercial- NoDerivatives

The CC BY-NC-ND license allows people to use unadapted works in a noncommercial manner as long as they attribute the author as the creator.

CC BY-NC-ND is the most restrictive license in the Creative Commons suite.

PUBLISHING ON THE CSU EPRESS

CONSIDERATIONS: PART 1: ELECTRONIC FORMAT

As stated above, your thesis or dissertation will be published electronically on the CSU ePress shortly after you defend it. Although previously, theses and dissertations were printed and bound, the Library, along with the Graduate Council, decided that they should be made available solely on the Internet for people to read, share and build on to.

Therefore, there is no need to submit paper copies of your thesis or dissertation any longer.

PUBLISHING ON THE CSU EPRESS

CONSIDERATIONS: PART 2: MANDATE

It is mandatory to publish your work in the CSU ePress. Under the Board of Regents of the University System of Georgia's Records Retention Series (0472-06-045), graduate theses and dissertations are public records and must be maintained by CSU Libraries in a "Permanent Institutional Archive" and made available to the public upon request.

For electronic theses and dissertations, the "permanent institutional archive" is the CSU ePress.

PUBLISHING ON THE CSU EPRESS

CONSIDERATIONS: PART 3: SEARCHABILITY

Once in the CSU ePress, your thesis or dissertation will be searchable on Google and Google Scholar. This will enable your work to be easily found and read on the Internet.

Resources on the CSU ePress are discovered through Google and Google Scholar very frequently. For example, there are over 3,500 resources stored in the CSU ePress. There have been over 112,000 downloads of these resources made since 2017. Many theses and dissertations are downloaded numerous times as people find the content useful to their scholarly pursuits.

PUBLISHING ON THE CSU EPRESS

CONSIDERATIONS: PART 4: EMBARGOS

Sometimes the research in your thesis or dissertation is proprietary or important to your future research projects. If this is the case, you can choose to embargo your thesis or dissertation for two years from the time of publication.

When you decide on an embargo, you must provide written documentation of patentability, confidentiality agreements, or restrictive pre-publication/post-publication policies.

PUBLISHING ON THE CSU EPRESS

CONSIDERATIONS: PART 4: EMBARGOS, CONT.

If the intention of your project is publication and if it is co-authored with a faculty member(s), it is possible to deposit it into the CSU ePress. However, the faculty member(s) should give permission for the deposit. If the information is proprietary, an embargo can be placed on the work or only an abstract can be displayed.

If the work is not co-authored with a faculty member(s), it will be deposited in the CSU ePress. Students should notify publishers that the work is in the university's repository.

PUBLISHING ON THE CSU EPRESS

CONSIDERATIONS: PART 5: CHOOSE YOUR CC LICENSE

Using the information about the Creative Commons licensing presented above, it is important to choose a Creative Commons license that meets your needs. For example, if you would like your thesis or dissertation to be shared, used for commercial purposes and remixed, use the CC BY license. If you do not want your thesis or dissertation to be used commercially, use the CC BY-NC license. Please do not hesitate to contact the CSU Libraries staff with questions about choosing a license at 706-507-8693.

CONCLUSION

REVIEW

It is required that your thesis or dissertation be deposited in the CSU ePress. This will allow your project to be archived and preserved.

You will maintain the copyright of your thesis/dissertation after it is deposited in the CSU ePress. The Creative Commons license will allow people to read, share, and adapt your work for commercial or non-commercial purposes.

Your thesis/dissertation will be searchable in both Google and Google Scholar so that people have maximum access to your project. Your work will be available to the World for people to read, share and add to it to advance scholarly discourse in your selected field.

ADDITIONAL RESOURCES

COPYRIGHT AND CREATIVE COMMONS

United States Copyright Office Circular #1, "Copyright Basics." www.copyright.gov/circs/circ01.pdf

Creative Commons Licenses

https://en.wikipedia.org/wiki/Creative_Commons_license

Creative Commons FAQ <https://creativecommons.org/faq/>

Elsevier Acquires bepress

[https://www.elsevier.com/about/press-](https://www.elsevier.com/about/press-releases/corporate/elsevier-acquires-bepress,-a-leading-service-provider-used-by-academic-institutions-to-showcase-their-research)

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