

Book Reviews

Margaret Rohdy, Editor

Copyright Essentials for Librarians and Educators. Kenneth D. Crews. Chicago: ALA, 2000. 143p. \$45 (ISBN 0-8389-0797-0). LC 00-059421.

The complex and arcane law of copyright presents librarians and educators with a number of often vexing issues. In this work, Crews succinctly explains the major principles that librarians and educators must grasp in order to do their jobs properly. The author does not attempt the daunting task of answering all copyright questions, but he provides an excellent outline of important points and a good beginning for further study. As Crews states, "A central purpose of this work is to help readers grasp the meaning of copyright law in the context of a professional commitment to advancing and disseminating knowledge"(1). The focus of the work is on U.S. copyright law, but as indicated in the first chapter, the growth of the Web is making an understanding of international copyright laws more essential today for librarians, particularly those involved in any kind of digitization project. Many of the topics covered in this work are complex; Crews provides brief two- to four-page explanations for each topic or issue, along with a short list of references, often available on the Web, which will give the reader more detailed information.

The approach of this work is similar to that of *The Copyright Primer for Librarians and Educators* by Janis H. Bruwelheide, published by the American Library Association (ALA) in 1995, and *Libraries and Copyright Law* by Arlene Bielefield and Lawrence Cheeseman, published in 1993. *Libraries and Copyright* by Laura N. Gasaway and Sarah K. Wiant

is perhaps the most thorough work with an emphasis on library issues, but it now suffers from the disadvantage of having been published several years before the 1998 acts of Congress dealing with copyright term extension and with electronic publications, both of which are included in Crews's book. Readers who have a working knowledge of copyright basics or who have an interest in electronic publications after reading Crews may wish to consult Chapter 5, "Intellectual Property," of *Law of the Internet* by George B. Delta and Jeffrey H. Matsura.

Crews indicates that this book evolved from his Online Copyright Tutorial, which was developed in association with the Copyright Management Center at Indiana University—Purdue University Indianapolis and later supported by both ALA and the American Association of Law Librarians. This work both updates and expands the material presented in the tutorial. Crews has previously published *Copyright, Fair Use, and the Challenges for Universities*, which focused on educational fair use of copyrighted materials. Crews has a Ph.D. in library and information science and a law degree. His credentials and demonstrated research interests in copyright and intellectual property issues provide the perfect background for writing *Copyright Essentials*.

The most extensive section of the work covers the fair use doctrine, with a good discussion of what fair use actually is, how copying can be best done in an educational environment, the application of the fair use concept to material appearing on the Internet, and the various fair use guidelines developed by the courts and through statute law over the years. Under the

heading "Special Exceptions," Crews discusses intellectual property issues in distance education, displays and performances, and all manner of library copying. These two portions of this work cover the heart of what librarians need to know about copyright and how it applies to their daily work. Earlier sections of the work cover the basics of eligibility for copyright, copyright registration, duration of copyright, and the rights of the copyright holder. The book's appendixes include important resource documents from the U.S. Copyright Act, a summary of the Digital Millennium Copyright Act, a summary of the U.S. Copyright Office Report on Distance Education, copyright notices for supervised library copying, a useful checklist for determining fair use, a supplemental reading list, and a table of court cases dealing with copyright issues. The compilation of materials in the appendixes alone makes this a valuable reference source.

Librarians and educators are constantly copying or being asked to copy materials of all types either for teaching or research purposes. Generally, the profession has an awareness of the copyright issues that these actions imply and an awareness of the reasonable limits of the fair use concept. As more materials become available on the Web, librarians will need to know at least the basics of the copyright law itself. Crews's work does a good job of covering print materials, computer software, and the Web in terms of giving the readers the basics and a smattering of the more important issues along with important bibliographical references. Crews states that "a little knowledge can help manage the external influences of copyright and often

turn them to one's advantage." (1). But beware the implication concerning the dangers of a little knowledge. While this work will acquaint the readers with the basic issues that librarians and educators need to know about copyright, many of the issues that may seem fairly cut-and-dried from a quick reading of Crews's text can actually be considerably more complex. Readers will see just how much more if they simply follow Crews's links to various documents and cases.

This work is recommended for the novice or for librarians or educators who need to reacquaint themselves with the basics of copyright. Others will find it quite useful for its chapter bibliographies and for the reading list covering publications from the years 1998–2000.—*Vicki L. Gregory (gregory@luna.cas.usf.edu), School of Library and Information Science, University of South Florida, Tampa*

Works Cited

- Bielefield, Arlene, and Lawrence Cheeseman. 1993. *Libraries and copyright law*. New York: Neal-Schuman.
- Bruwelheide, Janis H. 1995. *The copyright primer for librarians and educators*. 2d ed. Chicago: ALA.
- Crews, Kenneth D. 1993. *Copyright, fair use, and the challenges for universities: Promoting the progress of higher education*. Chicago: Univ. of Chicago Pr.
- Delta, George B., and Jeffrey H. Matsura. 1997. *Law of the Internet*. Gaithersburg, Md.: Aspen Law & Business.
- Gasaway, Laura N., and Sarah K. Wiant. 1994. *Libraries and copyright: A guide to copyright law in the 1990s*. Washington, D.C.: Special Libraries Assn.

Handbook for Digital Projects: A Management Tool for Preservation and Access. Ed. Maxine K. Sitts. Andover, Mass.: Northeast Document Conserva-

tion Center, 2000. 179p. \$49.95 (ISBN 0-96334685-4-5).

This publication is a product of the popular School for Scanning conferences that have been held since 1996 at the Northeast Document Conservation Center (NEDCC). According to NEDCC executive director Ann Russell, the intent of the handbook is to provide librarians, archivists, preservationists, and administrators a manual that combines "a tutorial on technical issues with an overview of larger issues, including the need for preservation of digital products"(vii). The handbook is divided into ten chapters that cover practical aspects of digitization and important issues to consider in managing a digital project. The contributors to this book are preservation and digitization professionals; their contributions draw upon the presentations they gave as instructors at the NEDCC's scanning conferences.

Editor Maxine Sitts smoothly connects the larger issues facing digital projects managers with the more specific technical aspects of digital imagery. For example, in the chapter "Overview: Rationale for Digitization and Preservation," Paul Conway summarizes the pros and cons of using digital technologies for preservation. He also reminds project managers and administrators that digitizing resources implies an institutional responsibility to maintain long-term archival access. In the following chapter, "Considerations for Project Management," Steven Chapman clearly defines the budget, staffing, and workflow questions that every project manager confronts during the planning stage. Chapman also makes solid recommendations for setting digital project goals that take into account the intricacies of the collections, the scanning technology employed, and the ultimate benefits derived by the users.

While Conway and Chapman's early chapters are broad overviews of digital technologies and the decision making required of digital project

managers, two of the following chapters, Diane Vogt-O'Connor's "Selection of Materials for Scanning" and Steven Puglia's "Technical Primer" are more practical guides to the materials selection and technical processes involved in digitization projects. Vogt-O'Connor offers a three-stage method consisting of a series of questions for project managers to use as they select and categorize materials for digitization, as well as helpful sample forms that can be used to nominate, evaluate, and rank collections for digitization. Puglia presents a short, well-planned summary of terminology and basic information on the entire digitization process. The chapter is packed with information on digital imagery, as Puglia briefly explains resolution, pixel array, color systems, and image processing. Although this chapter is indeed informative, it is not intended to be a technical manual for digitizing materials and thus may seem inadequate to those looking for more specific information on digitization.

Melissa Smith Levine's "Overview of Copyright Issues" offers an informative summary of the complicated issues and problems arising from copyright laws, along with an excellent section consisting of references available on the Web. Perhaps the most useful section in the handbook is "Developing Best Practices: Guidelines from Case Studies," a composite chapter consisting of six case studies from professionals with extensive digital project experience. This six-part chapter covers the practical aspects of working with manuscripts, photographs, maps, and other materials; while it also offers details on optical character recognition (OCR), discussions of cost considerations, and the benefits of cooperative digital projects. This section's contributors offer both ideas that work, and those that do not work, so that managers and staff can improve their digital products.

The Handbook for Digital Projects: A Management Tool for