

Paul Martin Law Library

Electronic Resources Purchasing

Sales person: Please fill in the attached sheet as part of any new negotiation for electronic resources. This sheet will be correlated by the Law Librarian with the license prior to signing to ensure these terms are included.

The Paul Martin Law Library prefers the inclusion of OCUL Model License provisions in licenses with vendors: <http://www.ocul.on.ca/node/114>

Technical Services: Please keep on file (print and on K drive) with the vendor license with a copy of all communications with the vendor.

LAL\Tech Services\Acquisitions\All Law Products\Product Licenses\Process for Negotiating

See "Sample File Structure" for creating new product file folders

Electronic Resource Information Sheet

1. a) Title of Product:

b) For each title, provide coverage dates:

-current

-archival (specify dates)

2.a) Vendor and contact info:

b) Preferred payment type: Credit Card Invoicing + E-Transfer

3. Provider/ Platform (if different):

4. Length of Contract

5. Renewal Date

6. Costs:

6. a) One time cost?

6. b) Ongoing maintenance costs?

6. c) Ongoing purchase costs?

6 d) Where applicable, provide costs for:

-print

-print + online

-online only

-consortial discount?

6 e) For E-Books:

\_\_\_purchase as package only; or

\_\_\_flexible book-by-book purchasing?

7.a) Provide a list of the inflation rate charged each year for the last 3 years.

7b) Would you sign a license agreement that included an inflation control provision within the license itself?

8 a) Access via IP recognition?

9 b) Shibboleth/SAML available?

9. Does purchase include a perpetual access provision?

10. a) Are MARC records available?

10 b) Are MARC records included in the purchase price?

10. c) Can we request that the MARC records be edited by your group?

10. c) Are there any licensing restrictions vis-à-vis the sharing of MARC records?

11. For IP authenticated products: Number of simultaneous users?

12. a) Usage Statistics Provided?

12. b) What usage statistic standard is used? (SUSHI, COUNTER[[1]](#footnote-1), etc)

12. c) How are usage statistics delivered?

13. E-Books

a) Can a user print, if so, limited to how many pages?

b) Are there limits to how many pages can be viewed per session?

c) Can a user download, if so, limited to how many pages?

d) Can a user copy and paste sentences or paragraphs? Limitations?

e) Bookmarking, highlighting available?

f) Can users create a personal username and password?

g) Can images be copied and included in student assignments?

h) DRM Policies?

14. a) Do you permit crawling by meta search interfaces?

14 b) Do you load records into Primo Central Index (Aleph / Alma)?

15. Is there an administrative module?

Copyright

16 a) We require the right to make a copy of the Licensed Materials in an alternate format (non-electronic non-print perceptible form, such as audio or Braille) in order to make it useable to persons with perceptual disabilities; will you accommodate?

16 b)Please ensure to answer the following questions with respect to the terms of use of your product, and ensure these terms are addressed in the license agreement:

-Can I make an electronic copy for use in an e-reserve system?

-Can I post a copy in a course management system?

-Can I put it in a course pack?

-Can I link to it?

-Are stationary urls provided:

-at the collection level?

-at the journal level?

-at the document level?

-Can I make print or electronic copies?

-Can we use this product for interlibrary loans?

17. Do you have an up to date EZ Proxy Configuration Stanza filed with OCLC? See: https://www.oclc.org/support/services/ezproxy/documentation/db.en.html

1. See <http://www.niso.org/workrooms/sushi> [↑](#footnote-ref-1)