

National Taiwan University of Science and Technology

Computer Center Photocopying (Printing) Service Regulations

Approved at the 1st Computer Center Meeting of 2016 (January 4, 2016)

Article 1

To promote copyright awareness and properly manage photocopying and printing equipment, the Computer Center of National Taiwan University of Science and Technology (hereinafter referred to as the "Computer Center") establishes these Computer Center Photocopying (Printing) Service Regulations (hereinafter referred to as the "Regulations") to provide and maintain a lawful environment for faculty, staff, and students to make reasonable use of printed publications.

Article 2

The following provisions are established in accordance with the Copyright Act:

1. Article 46 of the Copyright Act provides that legally established schools at all levels and instructors engaged in teaching may reproduce portions of publicly released works within a reasonable scope for classroom instruction.
2. Article 48 of the Copyright Act provides that libraries, museums, historical museums, science museums, art museums, or other educational and cultural institutions open to the public may reproduce works in their collections under any of the following circumstances:
 - (1) At the request of a reader for personal research, one copy of a portion of a publicly released work, or one article from a journal or published conference proceedings.
 - (2) Where reproduction is necessary for preservation purposes.
 - (3) At the request of another institution of the same nature for works that are out of print or difficult to obtain.

Article 3

Users shall comply with all applicable intellectual property laws. Photocopying shall be for non-profit purposes and within the scope of fair use under the Copyright Act. Users shall respect the intellectual property rights of others and shall not reproduce illegal materials. Any violation shall be the sole legal responsibility of the user.

Article 4

Users may use the photocopying (printing) equipment provided by the Computer Center and shall pay the applicable fees in accordance with the user-pays principle. The fee schedule shall be announced separately.

Article 5

Photocopiers and scanners provided by the Computer Center shall display notices such as "Unauthorized Photocopying of Textbooks is Prohibited" in prominent locations, and the Center shall continue to promote intellectual property awareness.

Article 6

Unauthorized photocopying of textbooks may result in civil liability and, if prosecuted by the copyright holder, criminal liability. Students who violate copyright laws and are found responsible shall be subject to disciplinary action in accordance with Articles 11 and 12 of the NTUST Student Reward and Disciplinary Regulations. Faculty and staff shall be referred to the Personnel Office for review under the University's Staff Reward and Disciplinary Guidelines.

Article 7

Paper, toner, and other consumables required for photocopying shall be provided by the photocopier vendor, who shall also perform regular maintenance. Users wishing to use paper not provided by the Computer Center must first obtain approval from the service desk staff. Any damage to equipment resulting from such use shall be the responsibility of the user.

Article 8

Any matters not covered by these Regulations shall be handled in accordance with the Copyright Act and other applicable intellectual property laws and regulations.

Article 9

These Regulations shall take effect upon approval by the Computer Center Meeting and promulgation. The same procedure shall apply to any amendments.