August 31, 2020
The Iron and Steel Institute of Japan

Content guidelines for online meeting presentations

Online meeting presentations are considered to be "public transmission" (retransmission by automatic public transmission) under copyright law. Public transmission rights include the right to broadcast copyrighted works and the right to download, browse, and view on the Internet.

The copyright of the presentation material (content) in the online meeting presentation belongs to the presenter. Therefore, if the presentation material causes a problem of infringement of the rights or interests of a third party, the presenter will bear all responsibility.

For the 180th ISIJ Meeting to be held online, we have created content guidelines for online presentations, so please use this as a reference when making presentation materials. There is no guarantee that copyright problems will never occur if these guidelines are followed. Also, it does not mean that copyright issues will always occur if you do not follow all of these guidelines. After understanding these points, please make the presentation materials at your own discretion.

1) Do not play music copyrighted by others. If it is indispensable for the announcement, obtain the necessary permission from the copyright holder and the holder of the neighboring right.

2) Do not use photos and videos that are copyrighted by others. Even if you think that it is a "citation" of someone else's paper, it is not possible. If it is indispensable for the presentation, obtain the necessary permission from the copyright holder and the holder of the neighboring right.

* Music and images that are provided free of charge as "copyright free" on the Internet, etc., cannot be freely used. When using, check the "Terms of Use" stated on the site of the provider and use within that range.

3) Never use photos of shrines, temples, artworks, celebrity photographs, movie scenes, etc., even if they are your own taking photographs or images.

- Shrines, temples, etc. are required to have a license agreement based on ownership and site management rights. These tend to have a severe attitude, especially for online distribution.

- The celebrity portrait has publicity rights.
- Video content such as movie scenes cannot be licensed even negotiation.

4) When citing an existing literature, comply with the following "three tenets of appropriate citations"

- A clear distinction must be maintained between the portion being cited and the entirety of the work.
- A citation must be clearly distinguishable as lesser than the original work, in terms of both scope and quality.
- Sources must be articulated according to practice.

5) In research presentations targeting literature materials, etc., it may be possible that the citation portion of the material becomes "main", judging from the factors of the master-slave relationship of citation. In that case, obtain permission from all authors even if the number of cited lines is short.

6) Be careful when citing the figures and tables in the book. Since the figures and tables are often created by publishers and the copyrights are held by the publishers, those may not be usable for distribution only with permission from the author of the text.

7) Book covers and illustrations should be used in accordance with specified conditions after confirmation with the relevant publisher.

Acknowledgment : In creating this guideline, we have referred to the efforts of the Institute of Electronics, Information and Communication Engineers, the Japanese Society for Cultural Anthropology and the Japan Academic Association For Copyright Clearance. We would like to express our deep appreciation for these three organization.