WEFTEC AUTHOR, SPEAKER, AND PRESENTER LICENSE FAQ

- **What are the publication and formatting guidelines for my paper?**
  - For a technical session paper, please visit [www.weftec.org/PresenterInformation](http://www.weftec.org/PresenterInformation) and find the manuscript guidelines.

- **Do I still own copyright in my paper, powerpoint, or other materials even though I am presenting at WEFTEC?**
  - Yes, you still own the copyright(s). WEF, however, receives from you (via your applicable WEFTEC agreement) certain non-exclusive license rights that also permit WEF to use your paper, IKE, or Workshop materials in ways set forth in the applicable agreement. Also, for papers only, WEF’s license right is exclusive for 1 year, which means that even though you own the copyright, you cannot publish or distribute your paper elsewhere within 1 year of your WEFTEC conference. Even during this 1-year period, however, you may “present” (speak) at other conferences regarding your paper topic, and you may continue internal (within your organization) distribution of copies of your paper for private, noncommercial purposes (e.g., posting on a company internally-accessible intranet, but not attempting to publish or sell it, or provide it to customers unless you have otherwise received express permission from WEF). Please refer to your specific WEFTEC agreement for details regarding your rights or contact speakers@wef.org if you have questions.

- **May I provide copies of my paper, powerpoint, IKE video, or workshop materials to my customers or others outside my company?**
  - Yes, except for your paper (for a limited time). Your agreement(s) with WEF do not prohibit you from distributing the WEFTEC materials you have developed EXCEPT for WEF’s 1 year period of exclusivity regarding the paper (see FAQ, above). In addition, you may remain subject to any agreements you have with third parties, and subject to any rights they may have. If you wish to provide copies of your WEFTEC paper to (external) third parties such as customers prior to the FOLLOWING YEAR’S WEFTEC (i.e., if you are presenting at WEFTEC 2019, that would be WEFTEC 2020), please contact WEF at speakers@wef.org and explain your request. We will strive to grant reasonable requests.

- **May I publish my WEFTEC paper in other journals?**
  - You may publish your WEFTEC paper elsewhere after WEF’s one-year period of exclusivity has expired, i.e., at the time of the following year’s WEFTEC conference. Please refer to your applicable WEFTEC agreement. WEFTEC’s period of exclusivity is intended to ensure that WEF maintains the ability to be the first publisher of your paper.

- **Who is responsible for ensuring that my paper and other materials are free of plagiarism and do not violate the legal rights (including but not limited to copyright) of anyone else?**
  - You, the author(s), are responsible for the content of all of the materials you submit to WEF. Your contract with WEF reflects this responsibility in the representations and warranties clause, and the indemnity clause. WEF does not provide or endorse any “clearance” or editing services but notes that third party services (such as content checking tools to help avoid plagiarism) are available if you choose to use them. One example of such services is Ithenticate. Again, this is not an endorsement by WEF.

- **Will my Interactive Knowledge Exchange video be used outside of WEFTEC?**
  - Yes. WEF typically publishes the IKE videos on its website and its YouTube page, where they are available for Internet users to view and download. You grant the rights to do so in your WEFTEC agreement.
• **Do I need permission of my employer for any of the activities related to presenting or publishing at WEFTEC?**
  o You are responsible for determining any rights and permissions needed from your employer (or former employer). Please be aware that, under United States copyright law, in some circumstances an employer is deemed the Author and Owner of a copyrighted work created by an employee, such as an employee’s paper, powerpoint presentation, or video. Such a work is referred to as a “work made for hire.” See 17 U.S.C. 101 and 17 U.S.C. 201 for further information. Under your WEFTEC agreement, you or your employer (as applicable) represent that you have obtained all rights needed to license your paper, powerpoint, video, or other works to WEF as outlined in the agreement. The information provided by WEF is not legal advice, and you are encouraged to consult your own lawyer or your company’s lawyer if you have any questions.

• **I am a government employee and believe my paper or powerpoint is in the public domain as a result of my government employment. Do I still need to sign an author or presenter agreement for WEFTEC?**
  o Yes. There is a clause in all WEFTEC agreements accounting for the possibility that a work is a government work, and if you determine that any of your materials fall into that category, you will indicate so on the agreement. YOU are responsible for making this determination, and you are encouraged to consult your organization’s lawyer in doing so. The federal copyright statute specifies that a “work of the United States government” (17 U.S.C. 105) is not subject to federal copyright protection, but making such a determination sometimes is not simple and there are exceptions (works produced by the U.S. Postal Service, for example, are subject to copyright). Works produced by government contractors are subject to copyright, and ownership may depend on the terms of the contract. Works produced by state and local municipalities may be protected by copyright, but states and local municipalities may have further applicable rules (some states, for example, place such works in the public domain). In short, if you believe your work may be in the public domain or owned by a government entity, you are responsible for consulting with your attorney to make that determination.

• **Will WEF register copyright in my paper?**
  o It is the author’s responsibility to register the copyright in their particular work, if desired, and WEF makes no promise to do so. WEF may at its discretion, however, register copyright in WEF’s **compilation** or **collection** of WEFTEC works (e.g., conference proceedings including all papers for a particular WEFTEC conference). Such registration does not replace a copyright registered by the author in an individual work. Please consult your lawyer for information regarding the benefits of copyright registration.

This FAQ does not constitute legal advice. Authors who need or desire legal advice should consult an attorney. For more information regarding copyrights, authors may also visit the U.S. Copyright Office website ([http://copyright.gov](http://copyright.gov)).