

# COPYRIGHT VOLUNTARY NOTIFICATION PROCESS

## STEP 1

### APPLY COPYRIGHT THROUGH RMSv2 :

- i) Log in to <https://rmsv2.iium.edu.my/auth/> login
- ii) Attach below files at RMSv2:
  - Copyrightable work
  - Copyright disclosure form.
 Visit the link below:  
<https://division.iium.edu.my/lib/copyright-and-ip/>
  - Turnitin report should not exceed 24%

## STEP 2

### APPROVE AT RMSv2 :

Approval Worksheet	
Name	Action
Researcher	Submitted
MOB	Recommended
Library Unit	Approved / Rejected

## STEP 3

### FORMS REQUIRED BY MyIPO :

- i) Notification of works (CR1 form)
- ii) Amendment (CR4 form) if any with MyIPO charges applied

## STEP 4

### RECEIVED FROM MyIPO :



## STEP 5

### DATA SUBMISSION BY THE LIBRARY :

- i) MyRA (Section E4)
- ii) MyMoheS (Section RD9)



### COPYRIGHTABLE WORKS

#### RESEARCH BASED & RESEARCHERS SPECIALISATION

- i) RMSO library processing fees borne by the researcher
- ii) Copyrightable work paid by the university
- iii) Counted for MyRA marks

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- iii) Not counted for MyRA marks

# Copyright In Voluntary Sector Libraries The Library Abociation Copyright Guides

**Rosina Ehmann**



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