

# 長榮大學校園影(列)印服務管理要點

## Chang Jung Christian University Photocopy(Printing) Service Management Regulations

106.01.05 105 學年度第 1 學期第 1 次智慧財產權與資訊安全暨個人資料保護宣導及執行委員會通過

Approved on January 5, 2017 by the 1st Intellectual Property Rights and Information Security and Personal Information Protection Promotion and Executive Committee Meeting of Academic Year 2016 Semester 1.

第一條 為保護智慧財產權及遏止校園非法影印，並使校內各單位提供影印服務有所依循，特訂定「長榮大學校園影(列)印服務管理要點」（以下簡稱本要點）。

Article I The Chang Jung Christian University Photocopy(Printing) Service Management Regulations (hereinafter referred to as the Regulations) is formulated to protect intellectual property rights, curb illegal photocopying on campus, and serve as guideline when providing photocopying services to all units in the University.

第二條 使用人可於校園單位開放時間內使用提供之影(列)印機自行複印，並依使用者付費原則收取費用。

Article II Users may use self-service photocopying (printing) machines to make copies during the operating hours of University units. Fees are generally charged according to use.

第三條 影(列)印是重製他人著作的方法之一，使用人應遵守著作權法及相關法令規定，不得擅自重製、出版、銷售，導致侵害著作人權益。如遭權利人依法追訴，需自行負擔刑事及民事法律責任。

Article III Photocopying (printing) is the reproduction of the works of others. Users shall abide by the Copyright Act and relevant laws and regulations, and shall not reproduce, publish or sell without authorization, resulting in the infringement of the rights and interests of the author. Those with law suits filed against them by rights owners shall bear the criminal and civil liabilities by themselves.

第四條 依著作權法規定，師生可以在合理範圍內，影印書籍及文件的一部分做為學術研究及教學使用。合理範圍包括重製圖書的一部分，以及已公開發表之碩士、博士論文、刊載於期刊中之學術論文、研討會論文集或研究報告之單篇著作，每人以一份為限。

Article IV In accordance with the provisions of the Copyright Act, teachers and students may photocopy a portion of books and documents within reasonable range for the purpose of

academic research and teaching. The reasonable range includes the reproduction of a portion of books, published master's and doctoral thesis, and single articles of academic papers published in journals, conference thesis collection or research reports, and is limited to one copy per person.

第五條 請共同維護影印區環境整潔，影印設備發生故障時，請即時通知服務單位。

Article V Please keep the photocopying area clean and tidy. In case of photocopy equipment failure, promptly notify the service unit.

第六條 本校提供影印之單位，須於影印區域範圍內張貼「遵守智慧財產權、不得非法影印」警語。

Article VI University units providing photocopy services shall post the warning "Please respect intellectual property rights, and do not photocopy illegally" in the photocopy area.

第七條 本要點經智慧財產權與資訊安全暨個人資料保護宣導及執行委員會通過，陳請校長核定後公告實施，修正時亦同。

Article VII The Regulations are issued and implemented upon approval by the Intellectual Property Rights and Information Security and Personal Information Protection Promotion and Executive Committee, and subsequent approval by the University President; the same procedures shall be applied to amendment.