



Rights Statements

Learning Objectives and Agenda

Prerequisites:

This workshop presumes that participants have taken the ArchivesSpace Basics 1 or 2 day workshop; or have practical experience with ArchivesSpace.

Learning Objectives:

- The distinction between rights and restrictions and some use cases for each
- How to create use and access restriction notes
- How to create rights statements
- How to create reports related to rights statements

What this workshop will not cover:

This workshop focuses on the use of ArchivesSpace as a tool to manage information about your institution's collections. The information you are managing may concern copyright and other statutes, and we understand that you may naturally have questions. However, determining or creating policy around intellectual property are outside the scope of this workshop. Your instructor(s) will help you understand how ArchivesSpace can be functionally used to meet your organization policies and workflows but cannot help you develop said policies.

Schedule at a Glance:

9:00 am	Introductions
9:15 am	Rights Statements-- Access/Use Restriction Notes and Rights: What's the Difference
9:45 am	Rights Statements – Creating Access/Use Restriction Notes & Exercise 1
10:30 am	BREAK (15 minutes)
10:45 am	Rights Statements – Creating Rights Statement & Exercise 2
11:15 pm	Rights Statements – Exercise 3 and discussion, Reports & Exercise 4
12:00 pm	LUNCH (1 ¼ hours)