Digital Documents

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Copyright and intellectual property
Canvas: Document and file management
Document Conversion
Digital archiving
eJournals
eReserves
Library subject guides
Metadata services

Copyright and intellectual property

Copyright guidelines for course materials on the web

Copyright guidelines for MIT faculty putting course materials up on the web.

Libraries
copyright-lib@mit.edu

Copyright compliance

In accordance with the Digital Millennium Copyright Act passed into law in October, 1998, MIT has designated an agent to receive notifications about the unauthorized online use of copyrighted materials. MIT is committed to complying with all copyright laws to the fullest extent possible and with all associated responsibilities in this regard.

copyright@mit.edu

Canvas: Document and file management

Canvas learning management system allows faculty to upload and share files, create web documents on the class website, and link to other resources on the web.
617-253-1101
helpdesk@mit.edu
Submit a web request

Document Conversion

Scanning documents for use in web courses

Scanning and converting of paper documents to electronic format (PDF) for web based courseware applications such as Stellar, SloanSpace, or OpenCourseWare.

Libraries Document Services
scanning@mit.edu

Digital color copying and other document conversions

Any type of flatwork (photos, drawings, maps, etc.), 35mm slides and negatives and 4x5 transparencies can be submitted to have color copies made. Services also available for converting paper documents into electronic format for publishing into class web sites.

Self-service scanning and media conversion

The New Media Center, 26-139, provides the MIT community the tools necessary to produce multimedia projects, such as digital video, photo scanning and manipulation, web authoring, and more. The NMC is a "do-it-yourself" cluster of macintosh computers with a variety of multimedia software packages.

Office of Digital Learning (ODL)
New Media Center
nmc-consulting@mit.edu

Self-service scanning in the Libraries

Self-service scanners are available in the following Libraries: Barker, Dewey, Rotch, and Science.

Digital archiving

D-Space is a digital repository created to capture, distribute, manage and preserve digital collections of educational and research content produced by MIT faculty and researchers.

Libraries
DSpace@MIT
Submit a web request

eJournals

Subscriptions to online journals and databases.

Libraries
Submit a web request

eReserves

This service provides electronic course readings for Stellar class web sites. Libraries
Service description
e-reserves@mit.edu

Library subject guides

A collection of resources organized by academic subject.
Libraries
Submit a web request

Metadata services

Are you having a hard time managing your fast growing collections of documents and data? Do you need to share your collections with others? Metadata can help. The Libraries offer Metadata Services on a cost recovery basis to assist you in organizing and tagging your digital resources. We'll help you take advantage of the latest information technologies to build user friendly, findable digital collections. Libraries Metadata Services
Service description
mssimon@mit.edu

About this page

Digital copyright advice, digital conversion services, e-reserves, finding digital materials for teaching, digital archiving