How Amnet's R&P team efficiently managed rights and permissions for a renowned publisher dealing with higher education books

Project Requirements

To undertake a careful review of each assigned manuscript for third-party content and ensure permission clearance, wherever applicable, per agreed workflow and schedule.

Challenges

The manuscript involved multiple design elements, in addition to the main text, and contained several instances of third-party text that had to be researched carefully to ascertain the original sources and copyright status.

Solution Approach

Resource allocation: Amnet deployed an experienced rights and permissions (R&P) clearance specialist and a dedicated project manager to collaborate with the client.

Streamlined Workflow: Amnet followed a streamlined workflow to ensure all appropriate tasks involved in text research and permission clearance are carried out seamlessly and in collaboration with the client.

The tasks carried out by the Amnet R&P team included, among others, the following:

1. Manuscript review: Careful review of each page of the manuscript for identification of third-party content or assets that might require permission from the copyright holder.

2. Permissions log creation: Detailed assessment of items for copyright status and preparation of a report in Excel which covers categorization of items under (b) 3rd Party; Fair Use; Open Access; Author Created; Public Domain; Adapted/Modified; Multiple Sources.

3. Permission clearance: Contact copyright holders for appropriate items and negotiate fee, send follow-up emails, as necessary, and alert authors and client wherever appropriate. Status of permissionable items to be updated in the permissions log.

4. Final assessment: A final check to ensure all third-party items along with their license agreements are available before sharing the final permissions log along with permission licenses, correspondence, and related files with the client.

Outcome

A streamlined workflow combined with meticulous planning, deployment of right resources, and efficient project management helped us successfully manage multiple projects received from the client for rights and permission clearance. Amnet handles multiple editorial and production services for the client and is now a trusted partner for the client's complex projects.

About Amnet

With 24 years of experience, Amnet offers end-to-end traditional and digital publishing solutions including peer-review management, editorial, project management, production, accessibility, and technology for university presses and other publishers in all sectors and around the globe.

Get in touch

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