The Classroom Guidelines that were negotiated in 1996 are written in a very accessible, common sense fashion. You can read them here if you wish. These guidelines are what we derive Clark's guidelines for course packs from. The guidelines for course packs include:

1. **Limit course pack materials to:**
   - single chapters;
   - single articles from a journal issue;
   - single charts, graphs or illustrations;
   - other similarly small parts of a work.

2. **Include:**
   - any copyright notice on the original appropriate citations and attributions to the source.

3. **Obtain permission for materials that will be used repeatedly by the same instructor for the same class.**