**Name:** Carmalita Trotman  
**Job Title:** Graduate Student  
**Institution:** Virginia Polytechnic Institute and State University  
**Title of Work Used:** AADDIE process description  
**Copyright Holder:** Kaufman & Guerra-Lopez, Educational Technology  
**Publication Status:** Published  
**Publisher:** Educational Technology  
**Place of Publication:** Alexandria, VA  
**Publication Year:** 2013  
**Description of Work:** Clarifying information; describes the steps in the process  
**Date of Evaluation:** April 7, 2020  
**Date of Intended Use:** April 7, 2020

Describe the **Purpose** and Character of Your Intended Use:

[+] Use is socially beneficial (promotes the creation of new knowledge, learning, etc.) Information helps the reader to better understand the steps in the process and describes each step of the process.

![Fairness Scale]

<table>
<thead>
<tr>
<th>Fair</th>
<th></th>
<th></th>
<th></th>
<th>Unfair</th>
</tr>
</thead>
</table>
Describe the **Nature** of Your Intended Use of the Copyrighted Work:

<table>
<thead>
<tr>
<th>Fair</th>
<th>Unfair</th>
</tr>
</thead>
<tbody>
<tr>
<td>✔</td>
<td></td>
</tr>
</tbody>
</table>

- [+] Work to be used has been previously PUBLISHED
- [+] Work to be used contains limited new knowledge, content, or creative expression (in relation to previously copyrighted works). Professionals in the field are familiar with the process and previously copyrighted works in the field reference the process regularly.

Describe the **Amount** of Your Intended Use in Relation to the Copyrighted Work as a Whole:

<table>
<thead>
<tr>
<th>Fair</th>
<th>Unfair</th>
</tr>
</thead>
<tbody>
<tr>
<td>✔</td>
<td></td>
</tr>
</tbody>
</table>

- [+] The portion used is not the "heart" of the work (the portion considered most central to the work as a whole)
- [+] Only the amount required to achieve the stated, socially-beneficial purpose or objective will be used (be that educational, artistic, scholarly, journalistic, etc.)

Describe the **Effect** of Your Intended Use on the Potential Market or Value of the Copyrighted Work:

<table>
<thead>
<tr>
<th>Fair</th>
<th>Unfair</th>
</tr>
</thead>
<tbody>
<tr>
<td>✔</td>
<td></td>
</tr>
</tbody>
</table>

- [+] The work is NOT currently under commercial exploitation (out of print, no licensing available, etc.)
- [+] Proper attribution will be given with the intended use
The Average "Fairness Level," Based on Your Rating of Each of the 4 Factors, Is:

[see tool disclaimer for important clarifying information]:

Fair       |   |   |   |   |   |   | Unfair
✓         |   |   |   |   |   |   |

Based on the information and justification I have provided above, I, Carmalita Trotman, am asserting this use is FAIR under Section 107 of the U.S. Copyright Code.

Signature: ________________________________

Date of Signature: _______________________

*Disclaimer: This document is intended to help you collect, organize & archive the information you might need to support your fair use evaluation. It is not a source of legal advice or assistance. The results are only as good as the input you have provided by are intended to suggest next steps, and not to provide a final judgment. It is recommended that you share this evaluation with a copyright specialist before proceeding with your intended use.