CAN I PUT AN ITEM INTO A CONTENTOM COLLECTION? **START HERE** THE ITEM MAY ONLY ITEM IS FREE TO **■ PERFORM RESEARCH** IS THE ITEM **BE PLACED IN** TO SEE IF ITEM MAY BE PROTECTED BY **PUBLISH UNLESS** DON'T **SUBJECT TO COLLECTION AS A** NO **KNOW** COPYRIGHT THERE ARE PRIVACY RESTRICTED ITEM PROTECTION? COPYRIGHT **CONCERNS** (AS PER SECTION 108) YES NO ITEM IS FREE TO DO YOU WANT TO HAS RESEARCH BEEN **PUBLISH UNLESS** DOES SMU HOLD IS THE COPYRIGHT PUBLISH THE ITEM IN NO NO DONE TO DETERMINE YES NO THERE ARE PRIVACY **COPYRIGHT? HOLDER KNOWN?** AN UNRESTRICTED **COPYRIGHT HOLDER?** CONCERNS COLLECTION? YES YES YES THE ITEM MAY ONLY HAS THE COPYRIGHT **BE PLACED IN HOLDER** PERFORM RESEARCH IS THE ITEM **COLLECTION AS A GIVEN WRITTEN** NO NO CONSIDERED YES TO LOCATE COPYRIGHT HOLDER RESTRICTED ITEM **PERMISSION TO** "ORPHANED"? (AS PER SECTION 108) **PUBLISH?** YES YES THE ITEM MAY ONLY ITEM IS FREE TO **BE PLACED IN** HAS PERMISSION TO **PUBLISH ACCORDING PUBLISH BEEN COLLECTION AS A** NO TO TERMS OF RESTRICTED ITEM **GRANTED BY DEAN? PERMISSION** (AS PER SECTION 108) YES THE ITEM MAY BE **PUBLISHED WITH** "RIGHTS NOT **DETERMINED**" STATEMENT.