## **Getting Permission from ACM to Reuse Material From Their Journals/Proceedings**

Unlike most scientific publisher the ACM charge fees for reuse of material from some of their journals and proceedings. However the process is quite simple and automated. What you need to do is:

- 1. Go to the journal paper you need permission for on the ACM Digital Library: <a href="http://dl.acm.org/">http://dl.acm.org/</a>
- 2. If the link "request permission" appears on the right side of the page you will need to request and pay for permission see steps 3 to 6. Otherwise permission is not required (although make sure you cite the source in your chapter)
- 3. A pop-up box will appear. You should select the following options:
  - I would like to... > Reuse in a book/textbook
  - Requestor type > Non-profit
  - Product Components > Main Product
  - Volume/Edition > Current edition/volume
  - Distribution/Territory > World
  - Portion > figures/tables
  - Number of figures/tables > enter the number you are using from the paper (usually 1)
  - Format > print/electronic
  - Translating > English only
  - Will this be used in promotional materials? > No
  - My currency is > select the best option for you
- 4. Then click on "Quick Price". The cost will usually be USD92.50.
- 5. Click on "continue" to go to the payment page.
- 6. When the payment is made you will be emailed a license to use the figure. Please send this to us as proof that permission has been granted.

Below is a screen shot of how it should look when you fill in all of the options:

