

## TERMS AND CONDITIONS OF USE

Applicable to the website and web blog of the Centre for Teaching and Learning, Stellenbosch University

([www0.sun.ac.za/ctlresources](http://www0.sun.ac.za/ctlresources)).

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### 1. ABOUT US

1.1 The primary role of the Centre for Teaching and Learning (CTL) is the **professional learning of academics** at Stellenbosch University (SU), with regard to their teaching role.

1.2 Our vision is to be a knowledge partner that advances the teaching and learning culture at Stellenbosch University in a way that promotes a just society in South Africa.

1.3 Our mission is to create professional learning opportunities for academic staff in faculties and to be thought leaders in the areas of responsive, innovative and scholarly teaching and learning.

### 2. ABOUT THE TERMS AND CONDITIONS OF USE

2.1 The terms and conditions of use (hereinafter "*these terms*") in this document relates to the website and web blog of the CTL.

2.2 The CTL website is identified by its URL address [www0.sun.ac.za/ctlresources](http://www0.sun.ac.za/ctlresources) and includes all subsequent pages that contain this URL.

2.3 The CTL blog portion of the CTL website is identified by its URL address [www0.sun.ac.za/ctlresources/ctlblog](http://www0.sun.ac.za/ctlresources/ctlblog) and includes all subsequent pages that contain this URL.

2.4 By accessing and/or using the CTL website you agree to be bound by these terms.

### 3. TERMINOLOGY

In these terms, the following words and expressions shall have the following meaning, unless the context indicates otherwise:

3.1 *CTL website*: The current CTL website, including the CTL blog portion of the CTL website, and all subsequent versions thereof, including, but not limited to, the content of the website and the website code, its current and future constituent pages, posts, user comments, images, other audio-visual elements and identifying elements including trademarks and logos, except for content which is expressly indicated to be third-party content, or should be apparent from the manner, or context, that it is third-party content.

3.2 *CTL identifying elements*: The CTL logo and the following name; The Centre for Teaching and Learning.

3.3 *CTL blog*: The pages, articles, content and posts on the CTL website displayed under the blog or CTL name.

3.4 *Intellectual Property Rights*: Copyrights, trademarks, patents, plant breeder's rights, know-how, confidential information, goodwill, and all other similar proprietary rights which may subsist in any part of the world (whether registered or not).

3.5 *Third-party content*: Content (including user-submitted content such as website comments, guest publications, event information, blog articles or other posts and any associated interactive service) included in the CTL website, linked to, hosted by or referred to, such as website code, identifying and illustrative marks, trademarks, articles, audio-visual works, documents, recordings, webpages and other resources, of which the CTL (or Stellenbosch University) is not the owner of the Intellectual Property Rights (because, for example, such content was not created by an employee of the CTL (or Stellenbosch University) during the course of his/her employment with the CTL (or Stellenbosch University))

3.6 *Use*: The action of accessing, viewing, reading, posting to, referring to, linking to or copying from the CTL website.

#### **4. CONTENT STANDARDS**

The following content standards apply to all user-submitted content. You must comply with the spirit of the following standards, as well as the letter. The standards apply to each part of any contribution as well as to its whole.

4.1 Contributions must:

4.1.1 be accurate (where they state facts); and

4.1.2 be genuinely held (where they state opinions).

4.2 Contributions must not:

4.2.1 contain any material which is defamatory of any person;

4.2.2 contain any material which is obscene, offensive, hateful or inflammatory;

4.2.3 promote violence;

4.2.4 constitute or promote unfair discrimination based on race, sex, religion, nationality, disability, sexual orientation, age or any other ground;

4.2.5 infringe any intellectual property rights of any other person;

4.2.6 be likely to mislead or deceive any person;

4.2.7 be made in breach of any legal duty owed to a third party, such as a contractual duty or a duty of confidence;

4.2.8 promote any illegal activity;

4.2.9 be used to impersonate any person, or to misrepresent your identity or affiliation with any person; or

4.2.10 convey or create the impression that they emanate from the CTL (or Stellenbosch University), if this is not the case.

#### **5. INTELLECTUAL PROPERTY RIGHTS**

##### **5.1 The CTL website**

5.1.1 The intellectual property rights in the content of the CTL website belong to the CTL, its webmaster and/or the identified author(s) or registered proprietors of individual content, as the case may be, regardless of whether or not the intellectual property rights have been asserted or the rights holder identified.

5.1.2 The CTL identifying elements belong to Stellenbosch University and may not be reproduced under any circumstances for any purpose other than personal, private, non-commercial use that does not amount to, or

suggest, any endorsement without the prior written permission of the incumbent Director of the Centre for Teaching and Learning.

5.1.3 The intellectual property rights in the posts, images, audio-visual content and hosted, or hyperlinked, documents, except for third-party content that appear on the CTL website, belong to the CTL (or Stellenbosch University).

5.1.4 The contents of the CTL website, with the exception of third-party content and the website code, is made available for public consumption and academic engagement. Such contents of the CTL website may be reproduced for personal, private, or non-commercial use, including by direct hyperlink, provided that such use does not amount to, or suggest, any endorsement of the use for which such contents are sought to be used, subject to the following conditions:

5.1.4.1 The contents of the CTL website must not be used in a manner which misrepresents their nature, or the context in which it appeared on the CTL website. By way of illustration, where any content has a named author and reference is made to such content, such content should not be attributed to any person, or entity, other than the author, including the CTL, its incumbent, the Centre for Teaching and Learning or Stellenbosch University (unless, of course, it was authored by someone acting in such capacity). In the case of anonymous (or pseudonymous) content, it should not be assumed that such content originates from the CTL, its incumbent, the Centre for Teaching and Learning or Stellenbosch University;

5.1.4.2 Where reference is made to any part of the contents of the CTL website, in any format, such reference must include the name of the author(s) of the content (where that has been indicated) and the complete URL of the location of the content on the CTL website;

5.1.4.3 Any references to the CTL, the CTL website and/or the CTL blog must adhere to the naming convention indicated in paragraph 3.2 “CTL identifying elements” above.

5.1.4.4 The CTL reserves the right to withdraw linking permission without notice, should the aforementioned conditions be breached.

## **5.2 Third party content**

5.2.1 Third-party content contained on the CTL website has been published with the consent of the relevant third party.

5.2.2 The use of third-party content on the CTL website does not imply any authorisation for the reproduction or use of such content by any party other than the CTL.

5.2.3 The reproduction or distribution of any third-party content is strictly prohibited, and the consent of the third-party must be obtained for reproduction or distribution.

## **5.3 Portfolio of works**

5.3.1 Where the CTL website contains or hosts a collection of full text published works it is intended as a record of the published works of the author compiled for the purposes of section 20 of the Copyright Act 98 of 1978. The author hereby gives notice of her/his moral rights in respect of these works and requires that they be recognised.

5.3.2 No work detailed in such a record or portfolio may be reproduced or otherwise dealt with in a manner falling within the copyright subsisting in it unless the relevant act is permitted by law or has been authorised by the publisher, whose identity may be ascertained from the copy comprised in the record.

## **5.4 Presentations, Slides or Lecture Notes**

5.4.1 Where the CTL website contains any presentations, slides, illustrations or lecture notes used in academic discourse or for purposes of teaching and learning, the content is provided on the CTL website for personal, private research purposes and may not be applied or distributed for any commercial purpose.

## **6. DISCLAIMER AND EXCLUSION OF LIABILITY**

The entire contents of the CTL website, including the CTL blog, is subject to the following limitations of liability and disclaimers:

6.1 The views and opinions expressed on the CTL website are strictly those of the page author(s) and content contributor(s). The contents of the CTL website have not been reviewed or approved by Stellenbosch University.

6.2 Unless opinions or views are expressed to be stated in an official capacity, the opinions or views expressed in articles published on the CTL website are those of the particular author(s), and not those of Stellenbosch University, the CTL, or their employees, agents or affiliates, will not be responsible, or liable, to any third party for the content or accuracy of any materials posted on the CTL website.

6.3 While the CTL values the right to freedom of expression, including academic freedom, it unconditionally reserves the right to control the publication of material or commentary on the CTL website. The CTL may refuse to publish any content submitted for publication on the CTL website, or may remove any content previously published, and shall not be required to obtain the consent of the relevant owner of the intellectual property rights in such content (or their authors) when taking such action. Nor shall the CTL (or Stellenbosch University) be responsible, or liable, to pay any amounts to such parties for exercising its aforementioned rights.

6.4 The exercise of elective editorial control over commentary or third-party content on the CTL website, does not impose on the CTL (or Stellenbosch University) any duty to monitor the content of the CTL website in relation to third-party, or user-submitted, content.

6.5 The use of third-party content by the CTL does not imply any endorsement by the CTL (or Stellenbosch University) or their employees, agents or affiliates, of the third-party content, and its incorporation in the CTL website should not be construed as an endorsement or guarantee of quality of such content.

6.6 The CTL website is operated on a non-profit, non-commercial basis and does not amount to any form of advertising. Any content on the CTL website relating to any events, programmes or courses is displayed for information purposes only and does not constitute a recommendation or an offer to contract.

## **7. RESERVATION OF RIGHTS**

The CTL reserves the right to amend these terms at any time. You should check these terms to see if these terms may have changed.

## **8. ENQUIRIES, COMPLAINTS AND DISPUTES**

If you wish to raise any issue about the CTL website or the use thereof, or have any rights-permission enquiry, you may email our Webmaster at [benitabobo@sun.ac.za](mailto:benitabobo@sun.ac.za). Please provide the following information:

- Your full names, physical address, telephone number and email address;
- The location and description of the service feature or communication which is the cause of your enquiry or complaint;
- A description of the request or problem with the CTL website or part of its content;
- The actions you would like the CTL to take;
- If you are making a complaint, a statement confirming that you are making the complaint in good faith;

- A statement confirming that the information you are providing to us is to the best of your knowledge true and correct; and
- An identifying signature or name.

## **9. GOVERNING LAW AND JURISDICTION**

9.1 The construction, validity and performance of these terms shall be governed and construed in all respects by the laws of South Africa.

9.2 Use of the CTL website is subject to the laws of the Republic of South Africa, and the exclusive jurisdiction of the Western Cape High Court, Cape Town. You agree to accept service of legal process at the addresses you may provide to us when you use our web site services.

9.3 Please address all correspondence to:

The Centre for Teaching and Learning,  
15 Bosman Street,  
Stellenbosch University,  
Stellenbosch  
7600  
Republic of South Africa

## **10. CONTACT INFORMATION**

10.1 Contact numbers

+27(0) 21 808 3717 (CTL Administrator)

+27(0) 21 808 2919 (CTL Webmaster)

10.2 Email

[benitabobo@sun.ac.za](mailto:benitabobo@sun.ac.za)