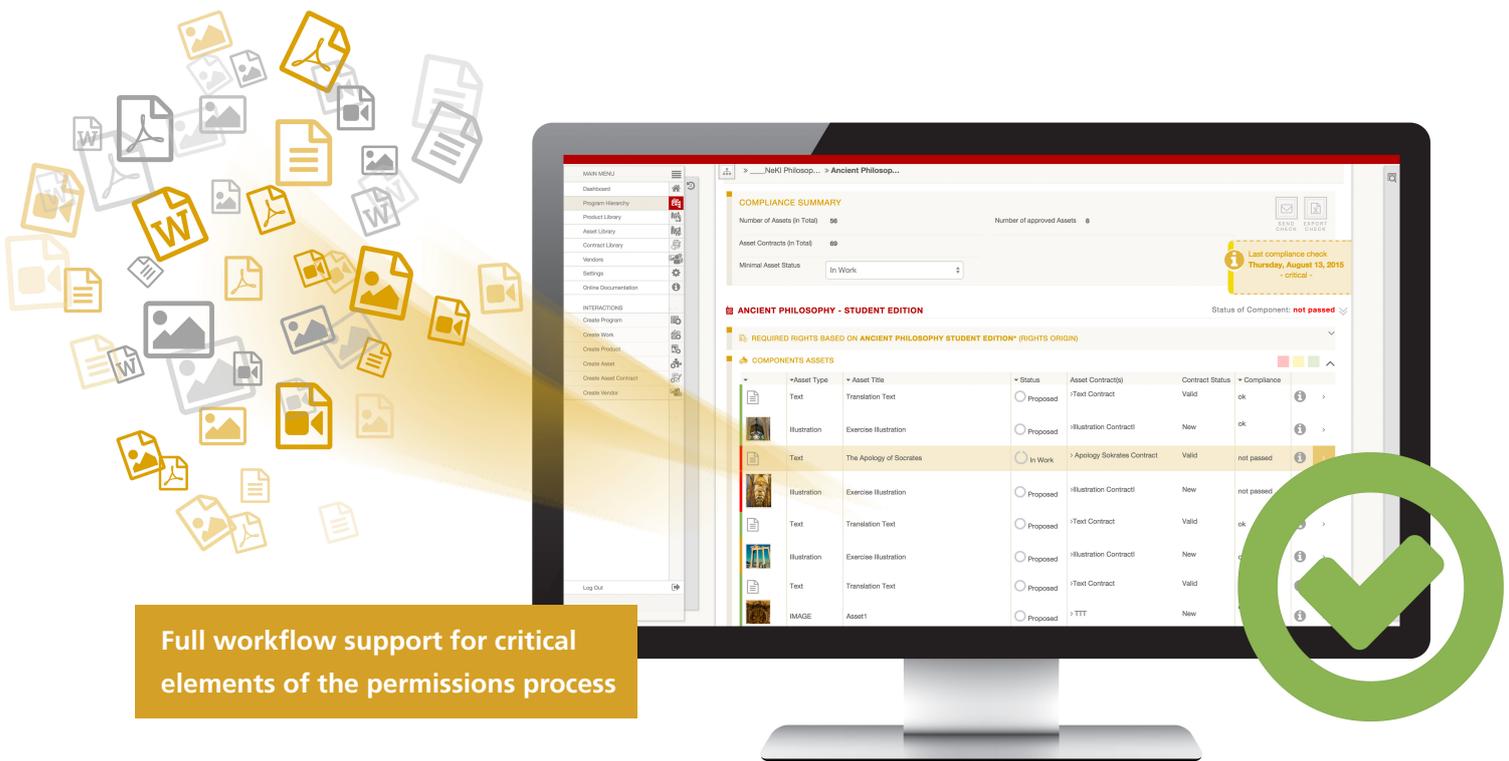


Permissions and Compliance Manager

Track and manage the acquisition and usage of licenses to ensure compliance, allowing you to exploit your rights with confidence



Full workflow support for critical elements of the permissions process

WEB
Permissions and Compliance Manager

With the Permissions and Compliance Manager you control and manage the multitude of complex specifications and licensing agreements involved in the acquisition and licensing of content assets via a flexible, dynamic user interface.

By utilizing the MarkLogic database platform, the Permissions and Compliance Manager enables you to manage every aspect of metadata necessary to acquire licenses, to track their use, and to manage compliance. The solution helps you to reduce expenses, compliance risks, and vendor costs, while increasing the quality and value of your content.

The Permissions and Compliance Manager can be enhanced as needed for new business models and offers a streamlined workflow enabling international teams to conceptualize, acquire, license, and track any asset, wherever and however it is used in your publishing enterprise.

KEY FEATURES AND BENEFITS

- Central access to rights metadata and content for international work groups
- Accurate and timely compliance information to reduce risk of liability
- Automated compliance checking; enterprise-wide monitoring
- Seamless integration of content vendors (e.g. Corbis, Getty, Shutterstock) into your workflow via web APIs can be made possible
- Enables the adoption of new kinds of content and license deals with ease

Tackle the challenge: the market is changing ...

... why you should opt for the Permissions and Compliance Manager

Rights and permissions processes are changing due to a development in the market: the selling of physical books and journals shifts to content in various forms, including combinations of products. Due to this shift from analog to digital, the number of partners producing content to cohesively deliver an outstanding experience to the reader is drastically increasing.

Among many other elements, publishers and information providers use content like images, illustrations, charts, texts, fonts but also audio and video files which require contractual permission from a 3rd party to use this content. The acquired permissions must be compliant with the publishing programs and products they are to be used for in terms of rights, e.g.

- The permission must cover all print runs
- The duration of the permission must not be shorter than the contractual agreement in the head contract of the publishing program
- The territories where the products are distributed must not be out of range of the permission
- There are many other possible issues ...

Violations of permissions, which are in most cases the effect of a lack of overview, result in fines and legal issues, which can be time-consuming and costly. Reliable, real-time checking of content availability, contract status, licensing opportunities, and other relevant information is key for avoiding legal issues. Complying with the multitude of contractual terms on the use of acquired rights, including paying 3rd-party partners in a timely and accurate way, is the growing challenge. New business models, including even more partners and agreements, are constantly evolving.

Major publishers can process in excess of 200,000 licenses annually and often have limited support to operate the process accurately and efficiently. In order to be able to track and manage compliance to the huge number of various contracts, publishers require a comprehensive system

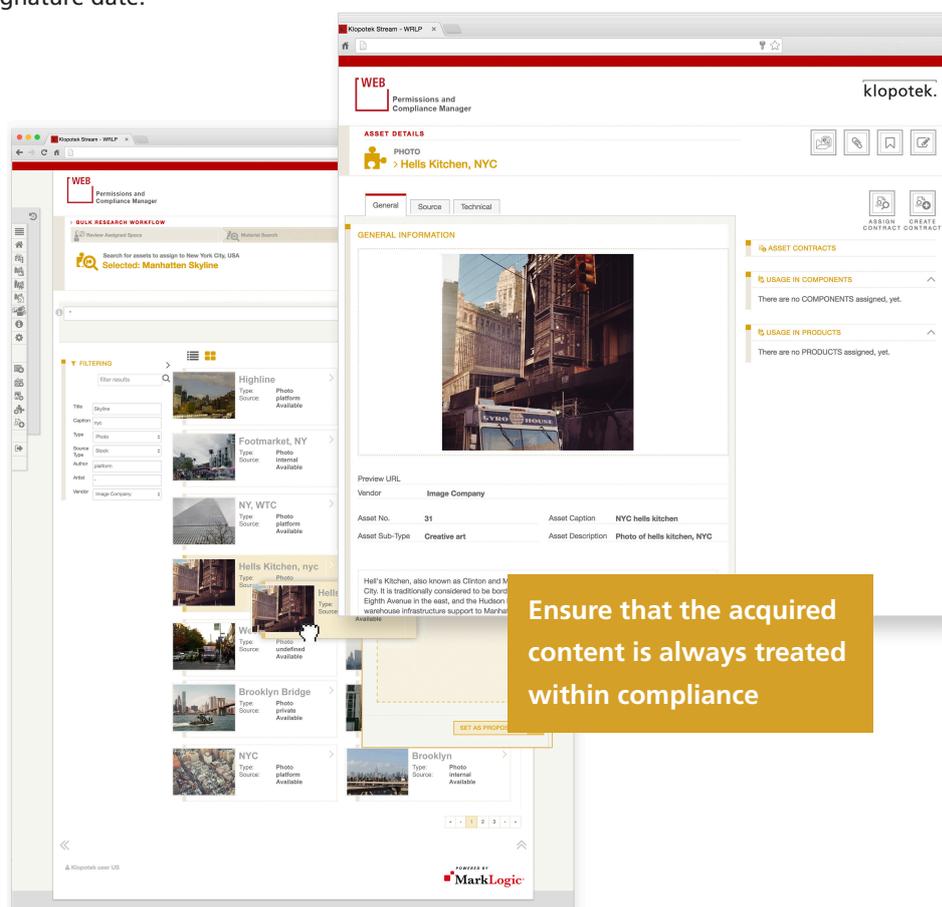
that allows multiple teams to work in a coordinated workflow to ensure that the acquired content is always treated within compliance to the agreement that secured the content.

In order to meet the challenge, implement a reliable solution which contains all of the required content and asset metadata, all of the required license metadata, and which provides this data accurately and reliably to all parties – effortlessly and automated. Klopotek's Permissions and Compliance Manager helps you to focus on what's relevant.

The whole pre-signature process is supported and tracked by the Permissions and Compliance Manager. Once the deal terms have been agreed on, a contract document is generated and sent to the licensee for signature. If all parties have signed, the solution updates the system contract with the signature date.

Termination of contracts happens automatically according to the agreed termination date, but it might be necessary to terminate a deal prior to the contractual expiration date (e.g. if some contractual terms have been violated). In this case, the solution creates a termination document and sends to the licensee.

Post-signature, the solution initiates the shipment of chargeable material if applicable. Other post-signature tasks supported by the Permissions and Compliance Manager are tracking and chasing the delivery of complimentary copies and enabling co-edition managers to liaise between the licensee and the production department with regard to any changes the licensee requires for their edition including new preliminary pages, cover designs etc.



Support tailored to your individual requirements

The requirements ...

The editorial team must be able to specify programs, products and assets and also to specify the outline guide to license requirements. Furthermore, people working in Editorial must have a tool to organize and carry out research for existing licensed assets and to facilitate the reuse of assets.

The editorial and business teams require regular pre-publication and post-publication compliance check processes to be carried out as needed in order to check adherence to contract and license limitations. This is a key element for inventory and reprint management.

The permissions and research teams should both have the possibility to benefit from an integration to the web APIs of vendors such as Corbis, Getty, Shutterstock etc. Automating the processes of working with external vendors reduces costs and effort.



They also need an option to agree and establish budgets for the acquisition of assets to forecast usage and to establish compliance checks later in the publishing life cycle.

The business team needs to establish vendor agreements, master service agreements, and license contracts for the use of assets. These license agreements or contracts require template-driven metadata to support the required clauses but must also be flexible to deal with future acquisition processes.

The permissions team requires the ability to create and maintain specifications in order to direct the research and asset acquisition process and to facilitate the reuse of existing acquired assets.

The research team must efficiently source and store assets, either commissioned or non-commissioned, texts, images, photos or other assets, relate them to the asset specifications and permissions specifications, and outline licensing terms and budgets. They should be enabled to coordinate with the editorial and permissions teams, so that the very best and most appropriate assets can be sourced and licensed for the success of the publishing programs.

All teams require a scheduling capability so that the members of each team know their responsibilities and timeframes needed to fulfill the acquisition process on time and to budget. All teams require the ability to work together in a cohesive workflow.



The solution ...



Vendor management: The solution enables you to create, maintain and classify vendors to roles and requirements. It is integrated with Accounts Payable and associated with the contracts and MSAs (Master Service Agreements). Vendors can access the system via login.

Program management: In addition to defining the required hierarchies and product derivative maps to manage set groups of products within a publishing program, additional relationships between entities can be established, such as rights families for future compliance checking.

The concept of a rights family is to group entities for compliance check or validation if the hierarchy for such checks is not the same as the publishing program hierarchy.

If any research and / or permissions work for the publishing program will be outsourced, those service vendors can be selected and associated with the program. This can be updated throughout the active life of the publishing program as needed. To comply with future reusability requirements, the system supports the creation of

a license outside of the program, which can then be used across multiple programs, if desired.

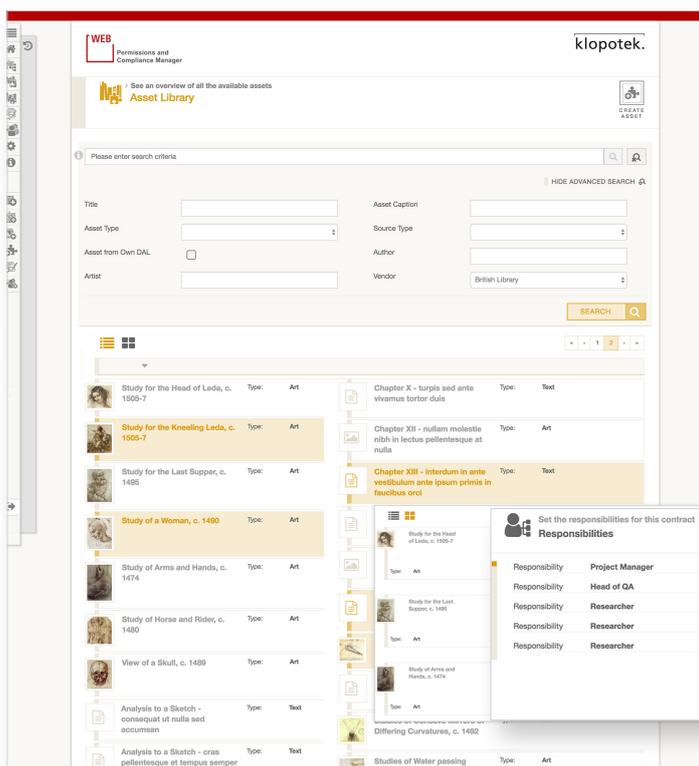
Product management: The Permissions and Compliance Manager provides an option to search, modify and delete product metadata and also to associate products to specific hierarchies such as the publishing program and the rights family.

Derivate and rights family management: Hierarchies can be augmented by derivative product creation: with this solution, you can copy products and specifications and add them to new ones and then relate them correctly in the hierarchy and to the correct rights families.

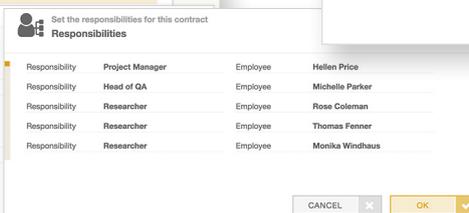
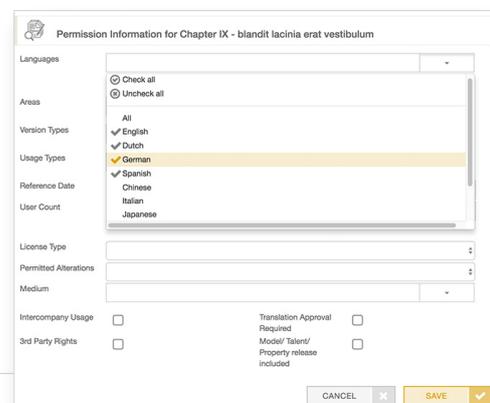
Component Management: The Permissions and Compliance Manager supports creating and managing individual components which can (at a later point in time) be arranged and put together to create products. Components can be used in different products. The assets which are required are specified for the individual components. A product can consist of a large number of components; a large number of assets can be assigned to one component.

The Permissions and Compliance Manager provides workflow support for

- Vendor management
- Program management
- Product management
- Derivate and rights family management
- Component management
- Specification management
- Asset permissions management
- Compliance management
- Budget and financial management

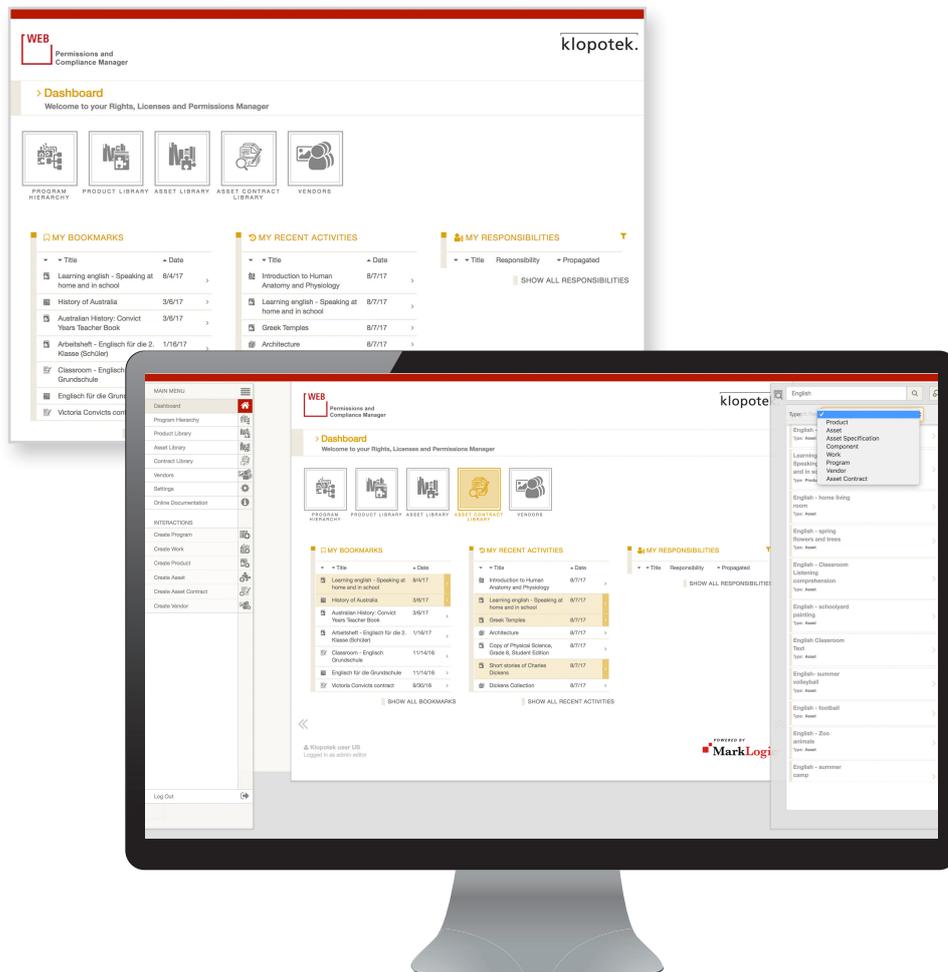
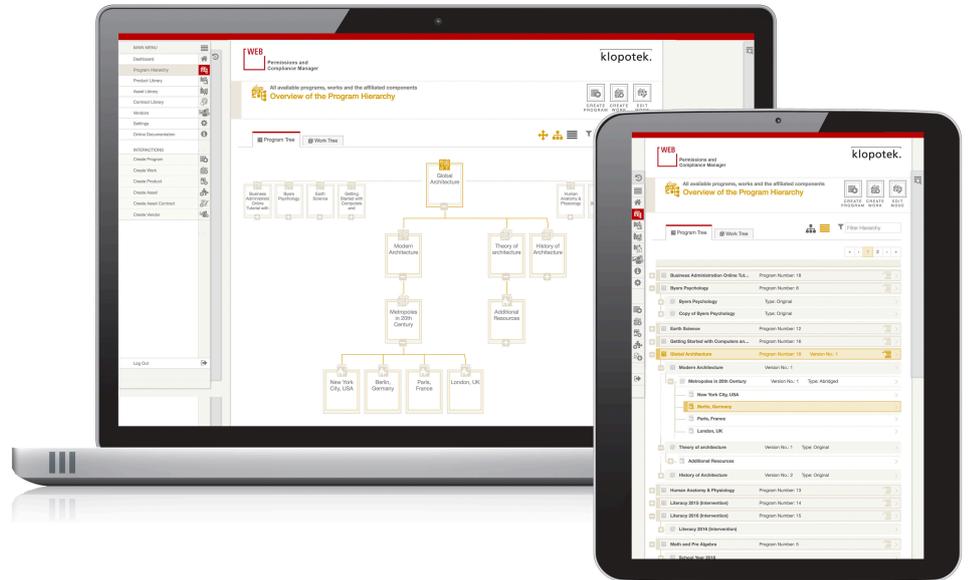


Manage all aspects of acquired rights and licenses to ensure compliance



Specification management: Specifications for the assets which are required are created on the component level. Your permissions team and / or external partner is enabled to complete the specifications they have been assigned to (workflow support). Specifications can be created for all types of assets. Searching for the best and most appropriate assets is supported by displaying the minimum rights which are required for complying with the specification.

Asset permissions management: Taking the required specifications for both commissioned and non-commissioned assets this major workflow step surrounds the ability to support the research of assets, the assignment of vendors, the licensing process, contract steps, invoicing, tracking, permission correspondence, and securing of assets.



Compliance Management: Pre-publication compliance activities require matching the license metadata with the specifications. The Permissions and Compliance Manager ensures that all specifications are fulfilled and that usage metadata matches the expected product forecasts and budgets.

Post-publication, the solution checks with other systems that the use of assets is still within licensed parameters (timeframe, territory etc.) and that the products are also within manufacturing limits, such as a print run.

Budget and financial management: Once a publishing program has been created, a forecast and a budget is created for securing the assets for the program. The forecasts and budgets ensure financial viability of the core products within the program and enable fiscal control through approval mechanisms within the workflow. Sales and usage data from other systems is loaded periodically as required via the standard interface. The solution also periodically checks and tests that the procurement processes adhere to the approved budget, provides management reports to inform about any variance, and guarantees compliance to the approved budget.

New functionalities

The new enhanced version, which was released in summer 2018, comes with new functionalities: It is now possible to compare and match rights across complex product structures with many components. You can store and link several contract types, such as license agreements, order contracts, and/or permissions.

Make use of the Cumulative Compliance Check: aggregate the (many) contracts of the same supplier to ensure legal certainty when licensing an asset. Check the usage volumes for an asset that have been agreed by including the sizes of previous editions of a title that have already been published. Do a compliance check for illustrations and third-party rights that have been acquired (Model Release and Property Release).

The workflow support has been enhanced to include managing data for notification processes to collecting societies. When doing a compliance check for an asset, the app automatically displays all related contracts that are available, so you just have to select – and go.

COMPLIANCE SUMMARY

Number of Assets (in Total)	244	Number of Approved Assets	29
Asset Contracts (in Total)	219		
Minimum Asset Status	In work		

COMPONENT ASSETS

Asset Type	Asset Title	Status	Asset Contract(s)	Contract Status	Compliance
Photo	English - football	Approved	↳ Getty UK - general contract	Valid	Failed
Art	English - schoolyard painting	Proposed	↳ General Image Contract	Valid	OK
Text	a day at the schoolyard	Proposed	↳ Classroom - English Grundschule	Valid	OK
Text	Soccer rules	Approved			Failed
Text	Soccer stories - Premier League	Approved			Failed
Text	when it rains (schoolyard)	Proposed			Failed

COMPONENT DETAIL VIEW

DEFINED SPECIFICATIONS

- FONT: Copy of Copy of Pyth...
- PHO: Demo
- Proposed
- Approved
- TEXT: Eclecticism
- VIDEO: Peripateticism
- TEXT: Eclecticism

ASSET DETAILS

GENERAL INFORMATION

Asset 1: Akropolis in blue

Asset 2: Akropolis in blue

Asset 3: Status of Venus

ASSET CONTRACTS

- APPRO: Vertical Contract is in L...
- PENDIN: Akropolis Contract
- NEW: Contract
- APPRO: Apology Seizes Contract

Errors in Compliance Check for work "Englisch für die 2. Klasse"

- Asset: 'rattle snake' with contract: 'snake contract' doesn't have: acquired rights 'Reference Date' and/or 'Expiration Years'
- Asset: 'rattle snake' with contract: 'snake contract' doesn't have: any 'License Type'
- Asset: 'rattle snake' with contract: 'snake contract' doesn't have: one or more 'must-have' requirements. This contract is insufficient!
- Asset: 'rattle snake' doesn't have: all contracts fulfilling 'must-have' requirements. 1 of 2 contracts is insufficient!

Cumulative Compliance Check: aggregate many contracts of the same supplier

- Ability to support all devices, such as smartphone & tablet apps; makes permissions license details, rights availability, and rights management information more accessible
- Required permissions specifications
- Asset specifications
- Flexible metadata creation for licenses
- All assets are referenced for search and use both internally and externally
- Workflow support for international teams
- Budgeting and forecasts
- Project scheduling
- Reuse of assets
- Flexible structures and hierarchies (program, product and component)
- Unlimited and flexible metadata on all levels of hierarchies
- Comprehensive vendor and business partner data
- Storage of all correspondence and communication
- Asset-level contracts
- Generates and stores all contract documents
- Approval workflow for contracts
- Contract templates
- Master service agreements
- Versioning of contract documents
- Supports asset research both internally and externally
- Supports asset proposal workflow
- Pre-publication compliance
- Post-publication compliance
- System alerts and notifications
- Rights tracking families allow definition of what is tracked for compliance and use
- Integration into Web APIs of vendors: Getty, Shutterstock etc.

All aspects relevant for ensuring compliance covered

About



Klopotek STREAM

- Klopotek STREAM is a cloud-centric platform for optimized user interaction
- Various web apps, such as the Permissions and Compliance Manager, run on Klopotek STREAM for tailored workflow support
- Thin and smart, easily adapted to your requirements; role-based for a simplified user experience

About Klopotek

Klopotek is a leading international provider of publishing software and consulting services.

Our aim is to support and inspire modern publishing and media companies to embrace digital change by creating and delivering innovative technologies and services.

We contribute to the success of more than 350 publishers with more than 4,400 imprints, with over 14,500 users, in 140+ locations.

We are where our customers are. Our customers are located worldwide and so is the Klopotek group, with offices in Amsterdam, Berlin, London, Milan, Munich, Paris, and Parsippany (NJ, USA). Our 175+ staff come from 18 nations around the globe and speak 24 languages, and many of them have extensive experience in the publishing industry.

Klopotek supports the entire value chain for print, digital and online publishing and is suitable for both small and mid-sized publishers as well as large international publishing groups. Many of the world's biggest publishing groups are Klopotek customers, as they know they can rely on our powerful and flexible software to master current and future challenges.

About MarkLogic

For more than a decade, MarkLogic has delivered a powerful, agile, and trusted Enterprise NoSQL database platform that enables organizations to turn all data into valuable and actionable information.

Organizations around the world rely on MarkLogic's enterprise grade technology to power the new generation of information applications.

MarkLogic is headquartered in Silicon Valley and has offices throughout the U.S., Europe, Asia, and Australia.

www.marklogic.com

