



**CHARLES UNIVERSITY IN PRAGUE
THIRD FACULTY OF MEDICINE
Ruská 87, Praha 10**

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Dean's Order No. 31/2012

Disclosure of educational materials used in teaching

Article 1

Subject of the Order

- 1) This Order determines the process of disclosure of educational materials, used during teaching at the Third Faculty of Medicine (hereinafter Third FoM), to students.
- 2) For the purpose of this Order, educational materials are primarily electronic presentations used at lectures, seminars and other forms of teaching, that are part of the timetable, should these materials be created by teachers that are in employment relations with the Third FoM (employees), in fulfillment of their commitment to teaching, including lecturing. The educational materials in the preceding sentence shall be treated as employee works under the Copyright Act, unless the contrary is proved. Enforcement of property rights to employee works under this paragraph is performed by the Third FoM, Charles University in Prague.

Article 2

Disclosure of educational materials

- 1) The Third FoM, Charles University in Prague, discloses educational materials to students free of charge by publishing these materials by means common to the faculty (for tuition in the 1st – 4th year of the Master's degree in the Curricular Database/Výuka, for other tuition types on the website of the given department). Teaching material is to be published by its originator – the responsible teacher at Third FoM, Charles University in Prague – at least one day prior to the day the teaching unit is performed.
- 2) If the procedure described in the previous paragraph cannot be carried out due to particularly compelling reasons, the teacher shall provide educational materials to the students at the beginning of the teaching unit directly and then shall proceed in accordance with the preceding paragraph.

Article 3

Exceptions

1) Teachers shall not provide educational materials, or parts thereof, that contain specific information potentially identifying individual patients and materials, or parts thereof, that contain the results of research work yet unpublished.

Article 4

Collective and final provisions

1) This Order does not alter any valid internal regulations.

2) This Order comes into effect on the date of its publication, the 29th of November, 2012.

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