

Do you know who owns the copyright?

No

Find out who they are

Look at original for clues

Visit web databases
eg WATCH

Internet search

Ask around

Have you identified the creator?

Yes

Can you find their contact details?

Yes

Ask permission for all possible uses

Yes

Yes

Research contact details

Can you find their contact details?

No

An Orphan Work

Document all search efforts

Decide whether or not to publish - Risk Assessment

No

No