DCMA Notice and Takedown Policy Guide

Overview

  This document was created to assist the administrator and site managers of the 'Full-Stack Superhero Application' in creating a DCMA notice and takedown policy, and logging takedown requests, infringement notices, and dispute claims.

DCMA Notice and Takedown Policy Creation

- Navigate to the 'Create/Update DCMA Policy' section on your webpage.
- Press the create button to create a new policy.
    - o Enter the details/content of the DCMA policy and click save.
- Press the update button, to edit the created DCMA policy.
    - o Make appropriate changes and click save.

Logging All Requests

- Navigate to the bottom of the page and click 'Manage Requests, Notices, and Disputes'.
- Select the type.
- Enter the date the request was received.
- Enter any notes (ex. the review being disputed).
- Select the status of the request.
- Click save.
- The request is then saved to the database.