

Training Course Accreditation

Guidance on copyrights and
trademarks

The commercial License

- A Training Course accreditation can only start if the applicable Commercial License is in place.
- For further information:
 - Contact memberservices@opengroup.org.
 - <http://www.opengroup.org/legal/licensing>

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What should we do...

We (want to) use The Open Group courseware

- You need a license to get access to the courseware and be authorized to use it.
- You must adapt the courseware to your needs, give it a version number and keep a change log.

How can I license The Open Group courseware?

Please follow this link: <https://publications.opengroup.org/more-categories/training-materials>

Do I need to submit The Open Group courseware to get our course accredited?

Depending on the changes made, the entire courseware will need to be submitted or a part of it to show which changes have been made.

We (want to) use The Open Group courseware

FAQs

Q. May I translate the courseware?

A. You need The Open Group authorization to do so. Please contact [ogspecs @ opengroup.org](mailto:ogspecs@opengroup.org)

Q. Can we add our copyright to the courseware?

A. The Open Group copyright must remain on the courseware:

- On slides: Copyright © The Open Group 2017. All Rights Reserved
- On illustrations: © The Open Group

Q. Can we remove the trademark attribution from the courseware?

A. No, the trademark attribution must remain.

Q. What are The Open Group trademarks?

A. Please consult <http://www.opengroup.org/legal/trademark>

Q. Where should we use the trademark in our course material?

A. All documentation you make and use should show the trademark. The first instance of the trademark should always be TOGAF®/ArchiMate®/IT4IT™/Open FAIR™.

What should we do...

We use our own courseware

- Please submit your entire courseware and the Training Course Material checklist duly populated
- Please refer to the applicable processes and process steps from: <http://www.opengroup.org/certifications/accreditation>

We use our own courseware FAQs

Q. Do we need to add The Open Group copyright to our courseware?

A. Every material extracted from The Open Group publications must be marked as © The Open Group, e.g. all illustrations from the standard

Q. Where should we use the trademark in our course material?

A. All documentation you make and use should show the trademark. The first instance of the trademark should always be TOGAF®/ArchiMate®/IT4IT™/Open FAIR™.

Q. What are The Open Group trademarks?

A. Please consult <http://www.opengroup.org/legal/trademark>

Q. Are we allowed to use the illustrations issued from the specification?

A. Yes, but you may not remove the © The Open Group copyright.

Q. Are we allowed to customize the illustrations issued from the specification?

A. Yes, but you should refer to © The Open Group copyright.

What should we do...

We want to share The Open Group publications with the delegates FAQs

Publications could be: Specifications, Study Guide, Case studies, Templates, Cards

Q. Can I redistribute a copy of the Specification with my training course?

A. Redistribution of the TOGAF/ArchiMate/IT4IT documentation, in part or in whole, is not permitted except as stated in Section 3 of the Commercial License of the applicable program.

However, The Open Group is willing to grant permission to ATC Providers who are in good standing, to redistribute the personal PDF edition to each attendee of an ATC.

If you would like to request permission to distribute the PDF edition to your courses attendees, please email [ogspecs @ opengroup.org](mailto:ogspecs@opengroup.org) (This reaches The Open Group corporate team who manage permissions related to intellectual property.) You will then receive a grant letter that needs to be signed and returned.

We want to share The Open Group publications with the delegates FAQs...

Q. If I have permission to redistribute the Specification to my course attendees, does that apply to use with my other non-accredited courses?

A. No, the permissions grant only applies to an ATC, for as long as it appears on the Register of ATCs.

Q. Can I distribute the HTML version of the Specification with my training course?

A. See the previous two answers. They apply equally to both the HTML and PDF editions of the Specification.

Q. Can I distribute electronic copies of The Open Group Study Guides to attendees of my ATC?

A. If you wish to distribute copies then you must purchase them from The Open Group store. The Open Group has a multi-buy option that provides a discount if five or more copies are purchased at once – see product B097 at <https://shop.opengroup.org>.

What should we do...

We prepare our marketing material

All material submitted to support a Training Course Accreditation application will be assessed on trademark and copyright use.

- The course name used in your marketing material must be the formal course name.
- The marketing material should contain the trademark attribution.
- The Open Group illustrations must include the copyright.
- The trademarks and copyrights should be used correctly.

We recommend you read the information on trademark use at
<http://www.opengroup.org/legal/trademark>

We prepare our marketing material FAQs

Q. Where can I obtain the accreditation logo artwork?

A. Once your organization has an ATC, the logos in jpeg and eps format will be emailed to you.

(Please note that your organization must be notified that accreditation or affiliation is complete and appear on the Accreditation Register prior to use of the logo and claims of being accredited.)

Q. Where is the style guide/usage guide for the accreditation logos

A. This is in Appendix A of the Accreditation Trademark License Agreement (TMLA) that is one of the legal documents signed as part of a first course accreditation; refer to: www.opengroup.org/certifications/accreditation/submit-new.

We prepare our marketing material FAQs

Q. Can I use, for instance, the TOGAF 9 Certified logo and/or the TOGAF 9 Foundation logo in association with my ATC?

A. No, it's for use only with certified individuals.

Q. Can I make up my own logo with The Open Group logos in it?

A. No, only official and authorized logos can be used.

Q. Where should we use the trademark statement?

A. It should be included at least once in all your documentation and media where the trademark is used.

Q. Which trademark statement should we use?

A. The formal statements are shared in the TMLA your organization has signed.

We prepare our marketing material FAQs

Q. Can I use the TOGAF/ArchiMate/IT4IT and The Open Group names in a domain name or a mobile app?

A. No, they may not be used in a domain name or mobile app, and the agreements you have signed forbid this use. If you have queries about this matter, please contact legal@opengroup.org.

Who should we contact?

For all your inquiries on Training Course Accreditation
please contact

ATC-support @ opengroup.org

Thank you!