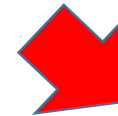**When teachers use Audio files;**

OK! Download the audio files and use them in class.

OK! Play the downloaded audio files in the classroom <u>as they are</u>.

NG Edit or modify the downloaded audio files.

NG Give the downloaded audio files to others (including students),
or post them on websites, etc.

When teachers use support materials and teacher resources (hereinafter referred to as "materials");

OK! Download the materials and use them in class.

OK! Use the downloaded materials in the classroom as they are.

OK! Edit or modify the downloaded materials.

OK! Use the edited or modified materials in your own class.

NG Distribute the edited or modified materials, and make them available to the public.

OK! Distribute the edited or modified materials to your own class with no fee.

NG Sell or distribute the edited materials for a fee.
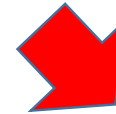
When learners use audio files;

OK! Download the audio files and use the files for themselves.

OK! Play the downloaded audio files <u>as they are</u>.

NG <u>Edit or modify</u> the downloaded audio files.

NG <u>Give</u> the downloaded audio files <u>to others</u>, or post them on websites, etc.

**When learners use support materials and teacher resources
(hereinafter referred to as "materials") ;**

OK! Download the materials and
use the materials for themselves.

OK! Use the downloaded materials
<u>as they are</u>.

OK! Edit or modify the downloaded materials.

NG <u>Distribute</u> the edited or modified materials,
and make them <u>available to the public</u>.

NG <u>Sell or distribute</u> the edited materials <u>for a fee</u>.