

Copyright for Teaching Staff: summary

Further information can be found at

<https://anulib.anu.edu.au/research-learn/copyright/copyright-teaching>

The ANU is committed to compliance with the Copyright Act 1968 and upholding the rights of creators and users of copyright material.

General principles

- Cite all material that you use—reference accurately
- Make material available to students in accordance with licenses, fair dealing or other permissions
- links to ANU Library e-journals and e-books is preferred rather than storing a copy on Reading Bricks or WATTLE – use links in your course resources.
- Ensure required notices are displayed, for example for specific statutory license notices
- Library staff can assist with e-reserves as well as print reserves and general advice on copyright
- Limit access to enrolled students.

Licensed material purchased by the University

The University Library purchases a wider range of material for the use of members of the University. Electronic resources, such as e-journals and e-books are purchased through agreements (licenses) with suppliers. Much of the material has conditions that allow for use in teaching. The Library has a database of the agreements and can check to see if the material can be made available to your students within the conditions of the license. Where you wish to use this material in assignments or online readings the material should be, wherever possible, made available through links in your course resources, rather than through storing a copy of the material in the learning management system (WATTLE).

The Copyright Act 1968 allows you to make certain copies under the fair dealing provision. The provisions include use for education and study, review and criticism. A reasonable portion may be copied for your personal research, or to supply a single copy to an individuals for educational or research purposes. If you are copying material for a class or group of students you can also only copy a reasonable portion and remuneration is payed through an agreement between the University and the Copyright Agency Limited under section 113 of the Copyright Act 1968. . The definition of reasonable portions is:

Item	Work or adaptation	Amount that is reasonable portion
1.	A literary, dramatic or musical work (except a computer program), or an adaptation of such a work, that is contained in a published edition of at least 10 pages	<ul style="list-style-type: none">• 10% of the number of pages in the edition; or• if the work or adaptation is divided into chapters—a single chapter
2.	A published literary work in electronic form (except a computer program or an electronic compilation, such as a database), a published dramatic work in electronic form or an adaptation published in electronic form of such a literary or dramatic work	<ul style="list-style-type: none">a) 10% of the number of words in the work or adaptation; orb) if the work or adaptation is divided into chapters—a single chapter

Suggest a Library Purchase

If the ANU Library doesn't have the material you are after, you can 'Suggest a Library Purchase' at <https://library-admin.anu.edu.au/suggest-a-library-purchase/index.html> Please request the purchase as soon as possible as it can take around 3 months for the purchase to be completed.

Material on the Internet

Unfortunately many internet resources do not contain information about whether they can be freely reproduced or communicated to students.

Where possible, use material that is identified as Creative Commons licensed—there are a range of Creative Commons licenses (see suggestion below) and you will need to check to see if a specific resource can be freely copied or should just be linked to in your course material. You can find Creative Commons and Open Access resources through a range of sources including Directories, Google and flickr.

Where can I find open access material to use in my course?

Open access material and many Creative Commons licensed resources can be freely used in your lectures and handouts to students. There are a number of good starting points to locate this material including:

- ANU Digital Collection—<https://digitalcollections.anu.edu.au>
- ANU E Press—<http://epress.anu.edu.au>
- Creative Commons- <http://creativecommons.org.au/learn/licences/>
- Directory of Open Access Journals—www.doaj.org
- Directory of Open Access Books—www.doabooks.org
- Directory of Open Access Repositories—OpenDOAR—www.opendoar.org
- Material in Australian open access repositories is often listed in Trove—<http://trove.nla.gov.au>

Images can be found in:

- Flickr—www.flickr.com/search/advanced—use Advanced search to select “Only search within Creative Commons-licensed content”
- Google images http://images.google.com.au/advanced_image_search?hl=en-AU&authuser=0—select “free to use or share” or other free use options.

There are many “pirate” websites offering access to films, television programs and other material for which they do not have the right to provide access to the community. If the website has the word “pirate” on the home page, beware.

Use websites where you are reasonably sure that the copyright owner has given permission for the material to be included.

Remember moral rights apply to websites as well as printed/hardcopy resources.

Just because material is on the Internet does not mean you can copy or reuse it for your students. General principles are:

- check if there is information regarding copyright and reuse on the website
- if no information is available investigate further—contact the creator or web manager if possible for permission or information
- preferably link to the resource
- If you are unsuccessful in getting a response from the creator or web manager in a reasonable time and it cannot be made accessible via a link (for example if the web site is frequently unavailable) you may wish to consider copying the material for your course

If you do put material in your courses or on your University website and the creator objects and on investigation you find that you did not have permission to use the material, apologise and remove the material. This approach is consistent with the “take down” provisions in other countries and good practice.

Additional Information

If you require further information, you might find what you’re looking for under the following headings at this link https://anulib.anu.edu.au/files/guidance/Copyright_for_teaching%20Feb%202019.pdf

- How long does copyright last? - page 4
- Licensed material purchased by the University - page 5
- Fair dealing – page 5
- Statutory licenses – page 5
- Statutory license: text and images – page 5
- Radio and television programs (and podcasts) - page 7
- Films, videos and DVDs – page 8
- Material on the Internet – page 8
- I need to use material (works) in lectures and assignments – page 8
- I need to use material (works) in exams – page 9

- Can I reproduce an image of an object/painting/art work? – page 9
- Can I make a copy/communicate material (works) to a single student or colleague? – page 10
- Can I reproduce more than a reasonable portion? – page 10
- Can I make a copy for my research? – page 10
- Can a student with a disability reproduce materials in accessible formats? - page 11
- Where can I find open access material to use in my course? page 11
- Copyright and open courses – page 12
- What about works out of print? – page 12

If you have any queries regarding copyright please contact:

Roxanne Missingham
Copyright Officer
ANU Library
6125 2003
Roxanne.missingham@anu.edu.au