



# Copyright in Lectures including recordings: a guideline

## Purpose

Guidance for the management of recordings of lectures.

## Guideline

The Australian National University is committed to compliance with the *Copyright Act 1968* and upholding the rights of creators and users of copyright material.

This guide is prepared to assist teaching staff and students understand the basics of copyright for in lecture recordings.

Further general assistance can be found from other materials on the University's copyright site (<http://copyright.anu.edu.au>) or from the University Library.

If you need legal advice in relation to a University copyright matter and your question has not been resolved after reviewing the materials in this guide, you may refer your question to the University Legal Office for further assistance

### Policy

The ANU Intellectual Property (IP) Policy ([https://policies.anu.edu.au/ppl/document/ANUP\\_003603](https://policies.anu.edu.au/ppl/document/ANUP_003603)) describes the ownership, management, and use of intellectual property created by ANU Staff, Students and Visitors.

Lectures are included in the section on educational materials:

- a. The University does not assert ownership of IP in Education Materials generated by Staff, Students or Visitors, except where the work is specifically commissioned by the University.
- b. The Creator of Education Materials grants to the University a perpetual, royalty free, unrestricted, non-exclusive licence to use such works generated by that Creator for the University's teaching, educational and research purposes. This licence is subject to any overriding contractual obligations the Creator owes to third parties (for example, a publisher of a textbook)

The University provides access to lectures

- Face to face
- Online through recordings made available through the ANU Online systems.

### Storage and access to recordings

Lectures are recorded by the University to assist the education and learning in many of the courses offered to students.

The University has a recording system which enables lectures to be made available through the learning management system.

Recordings are only accessible online to those who are enrolled in the course and to the staff who support teaching at the university.

Students must not pass a copy of the recording to anyone else, make a copy of the recording or post the lecture recording online.

### **Recording by students**

Students are not permitted to record the lecture digitally unless express provision has been given by the lecturer. Where permission is granted by a lecturer, students may only use the recording for their own private educational use solely for the purpose of studying for the course or revising the material in the unit. The recording must be destroyed on completion of the course.

### **Copyright**

The creator of the lecture retains ownership of copyright of the material, noting that under the IP policy the University has a perpetual, royalty free, unrestricted, non-exclusive licence to use such works.

**Third party material** used in the lectures must be appropriately copyright cleared. The following material can be used without limit:

- Material for which copyright has expired
- Material where the copyright is owned by the university
- Creative Commons licenced material
- Material which has been acquired with rights for reuse in lectures, for example by the University Library
- Where reproduction falls within the fair dealing or other exceptions of the Copyright Act
- Where reproduction occurs with permission of the creator
- Where reproduction is done under a statutory licence

The statutory licences are under Part VA and Part VB of the Copyright Act 1968:

- Part VA licence covers the recording or copying of radio and television broadcasts. Under the licence, broadcasts can be made available through the learning management system.
- Part VB licence covers the reproduction and communication of textual material such as book chapters, journal articles, sheet music, plays and scripts etc., and images. Material can be made available in hardcopy, for example in print course packs or class handouts; and electronically, for example on the LMS, emailed to students, or on a CD, DVD or USB drive etc. The agreement is administered by Universities Australia and is with the Copyright Agency Limited (CAL).

### **Access and Inclusion**

The University supports students with a disability to participate fully in their program of study. Lecturers should be conscious of issues such as the need for clear slides, speaking clearly, remaining visible to cameras and using material which is accessible to students with a disability.

Support and advice can be obtained from the Access and Inclusion staff at <http://disability.anu.edu.au/>.

More detailed information can be found in the guide *Copyright information from ANU Library: copyright for teaching*  
[http://copyright.anu.edu.au/resources/teaching/Copyright\\_for\\_teaching-130607.pdf](http://copyright.anu.edu.au/resources/teaching/Copyright_for_teaching-130607.pdf)