

# Copyright SOS!



Remember to follow copyright law during this pandemic. There are many ways to violate copyright law. Here are the most common mistakes and how you can fix them.



## Images & Graphics

### MISTAKES

- ✘ Using images from textbooks, whether you are teaching from them or not
- ✘ Using publishers' slide presentations without having students purchase the associated textbook
- ✘ Uploading media and using it inside your course
  - Graphics
  - Cartoons
  - Images
  - Any other type of media that is not a book, article, or video
- ✘ Copying publishers' materials or resources found online into your course
  - Charts
  - Tables
  - Graphs
  - Infographics

### SOLUTIONS

- ✔ If you need to use an image for your course, find similar images elsewhere (e.g., Pixabay, Unsplash, Adobe Stock) and give credit to the creator. If you find something you want to use on Adobe Stock, contact the OTL.
- ✔ Create your own slides, or talk to the publisher and get written permission.
- ✔ Get permission from the creator, or find similar media elsewhere (e.g., Pixabay, Unsplash, Adobe Stock) and give credit to the creator. If these options don't work, ask the Fulton Library or the OTL.
- ✔ Instead of using publishers' materials or online resources, create your own. Or you can check the Fair Use guidelines. If in doubt, get permission, and always cite your sources.



## Film & Audio

### MISTAKES

- ✗ Downloading YouTube videos and uploading them into your course
- ✗ Downloading a movie and uploading it into your course
- ✗ Using clips from any movie/video found on the internet
- ✗ Circumventing copyright protections (\*TPMs) on DVDs
- ✗ Downloading educational videos (e.g., software tutorials) and then uploading them into Canvas

### SOLUTIONS

- ✓ Link to YouTube videos from the official owner. Embed only with permission from the official owner.
- ✓ If you need access to an entire movie, ask the Fulton Library about options.
- ✓ Clips must fall under an exemption to copyright law such as the TEACH Act or Fair Use. Under the TEACH Act, clips must be "reasonable and limited" and meet other requirements. Ask the Fulton Library for more information.
- ✓ This is generally not permitted under copyright law.
- ✓ If you want to use educational videos (like a tutorial), link out to the source or use an embed code provided by the company.

**\*Note:** Professionally produced videos/movies (e.g., feature-length films) typically have technology protection measures (TPMs). Technology protection measures (TPMs) prevent copying or downloading. Do not bypass TPMs.



## Books & Textbooks

### MISTAKES

- ✗ Scanning a **portion or a chapter** of a textbook/book and uploading it into your course
- ✗ Scanning an **entire** textbook/book and uploading it into your course

### SOLUTIONS

- ✓ Check Fair Use guidelines to determine if you can use a chapter or portion, or ask the Fulton Library for guidance.
- ✓ Require students to buy the textbook/book in either print or digital format.



## Text

### MISTAKES

- ✘ Including copyrighted text in courses (e.g., downloading a pdf from a website and uploading it into your course)
  - News articles
  - Journal articles
  - Research publications
  - Blogs
  - Web articles
  - Musical scores
  - Data sets

### SOLUTIONS

- ✔ Link out to the authorized online source or download the pdf from a database licensed by the Fulton Library. Contact the Fulton Library for help.



## Free With Citation

There are materials you can use freely, as long as you cite your source:

- Items lawfully placed in the public domain (e.g., with author permission, expired copyright, etc.)
- Materials with a Creative Commons license (use according to the license guidelines)
- Anything produced by a U.S. Government entity
- Ideas, concepts, principles



## Resources

- UVU's Copyright Committee Chair, Jacques Demal ([jacques.demal@uvu.edu](mailto:jacques.demal@uvu.edu))

[Fulton Library Copyright](#)

[Federal Government Website](#)

[BYU's Tutorial](#)

## Disclaimer

This guide is for educational and informational purposes and is not legal advice. For specific legal questions contact the Office of General Counsel.