

Copyright Basics

The Canadian Copyright Act provides legal protection for original works of authorship. The author of the work is the owner of copyright.

Copyright protection exists as soon as an original work is created in a fixed form.

Works enter the public domain when the term of copyright has expired. Currently, the term of copyright is measured by the life of the creator plus 70 years. Once these works move into the public domain you can use them for cultural, educational, personal, and social purposes.



Know your rights



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**Using copyrighted
materials for teaching**

Guidelines

You may copy or communicate "Short Excerpts" from a Work for any Allowable Purpose in paper or electronic form.

1. The copy must be a "Short Excerpt" containing no more of a Work than is required in order to achieve the Allowable Purpose, which is either:
 - a. up to 10% of a Work, or
 - b. no more than:
 - i. one chapter from a book;
 - ii. a single article from a periodical;
 - iii. an entire artistic work (including a painting, print, photograph, diagram, drawing, map, chart and plan) from a Work containing other artistic works;
 - iv. an entire newspaper article or page;
 - v. an entry from an encyclopedia, annotated bibliography, dictionary, or similar reference work.
 - c. whichever is greater.

Copying or communicating multiple short excerpts from the same copyright-protected work, with the intention of copying or communicating substantially the entire work, is prohibited.

Fair Dealing

The Copyright Act provides certain exceptions to copyright infringement, known as users' rights. One key exception is "fair dealing," which allows for certain uses without infringing copyright:

- research
- private study
- education
- parody or satire
- criticism or review
- news reporting

When considering if a work falls under fair dealing, consider these factors:

- a. Purpose of use (commercial use may be less fair)
- b. Character of use (single vs. multiple copies from the same source)
- c. Amount used (proportion of the work)
- d. Alternatives to copying
- e. Nature of the work (published or unpublished)
- f. Effect of the work on the market.



Copyright FAQs

Copying a PDF from library databases

Some library database agreements do not allow copying of PDF files and reposting them to a course website. Make a direct link to the article instead.

Videos for classroom use

You can play a video in the classroom as long as the video/DVD is legally obtained.

Sound recordings for classroom use

Sound recordings may be played in the classroom. The recording must be played to an audience of primarily students for education purposes.

Posting copyright material in BrightSpace

You can scan and upload "short excerpts" to BrightSpace that qualify under fair dealing.

Slides, transparencies, & LCD projections

Production of slides and transparencies for classroom use is covered by the Fair Dealing Guidelines. The same restrictions apply as for photocopying.

Images for posters

Unless images are obtained from the public domain or copyright free sources, permission must be obtained for their use.

Citing Sources

When short excerpts are provided to students, mention the source and, if given in the source, the name of the author or creator of the work.