Quick Copyright Tips for Digital Delivery

Workshops:

- The Copyright Office will be offering 6 workshops in August and September. View available dates and register for an upcoming workshop.

Key points of advice:

- Copyright considerations are the same whether teaching is done in person or online.

- Use UVic’s password-protected Course Management Systems (e.g., Brightspace, Library Course Reserves, Kaltura) to make material available to your students, and use tools your institution provides or recommends to deliver lectures with copyrighted content.

- Provide citations (including title, chapter title, author(s), publisher, year, and page numbers) for items you post in Brightspace.

- Incorporate the Fair Dealing Statement into your course outline.

- The Libraries’ online databases have a large collection of online journals and ebooks that can help support online learning.

  a. Use links with an ezproxy prefix to a resource available through UVic Libraries’ collections, or link out to Internet content.

- You may use materials in which you hold copyright.

- Post your in-class slides to Brightspace. Slides provided by textbook publishers can almost always be used (see Terms of Use contract from publisher).

- Use UVic’s Fair Dealing Guidelines (10% or 1 chapter) to provide access to course materials.
When no digital version is available via the Libraries use phone apps like Genius Scan or Adobe Scan to easily scan to post print materials on Brightspace within the limits allowed by the Fair Dealing Guidelines. Make scanned PDF files more accessible for your students by using an optical character recognition (OCR) online tool to convert "non-selectable" text files into more accessible versions.

Your Subject/Liaison Librarian may be able to help you find alternative content. Here are some other resources that the Libraries has put together for your convenience (Research Anywhere (https://libguides.uvic.ca/ResearchAnywhere). Your librarian can also help you find openly licensed teaching materials like Open Educational Resources (OER).

Sharing audiovisual material like films and audio files is more complex. However, remember you can still link to legally posted online content (from YouTube, etc.). UVic Libraries has audiovisual collections that you may link to. Standard commercial streaming options like Netflix, Crave or Disney Plus that students may also subscribe to can be an option – though some students may not have access to those services. When films are not available in a streaming format, we may be able to digitize them. Contact the Music and Media unit for help with sourcing audiovisual resources for online learning: libmedia@uvic.ca

Using copyrighted material in exams can be easy, as you can use the Fair Dealing Guidelines. If you need to use material beyond this, copyright exception s.30.01 can also apply; contact copyright@uvic.ca if you need help to implement this copyright exception as there are rules that need to be followed to use it.