

Serving Student Access Needs as We Shift to Online Course and Exam Delivery: Copyright Considerations

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.



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