

# Copyright Quick Guide

## Blackboard

### Overview

Access to non-UQ copyright materials may be provided to students via Blackboard, but it is essential that statutory and commercial licensing rules, including copying limits, are strictly adhered to.

The following is a summary of those rules:

### Source of Material

#### A. Licensed Electronic Journals

These are the journals that are subscribed to by the Library.

Journal articles can be *linked to* from the publisher's website, but copies of articles must not be downloaded (e.g. in PDF format) and then made available directly from the Blackboard site.

The licences do not place limits on the number of links that can be provided to students for teaching purposes.

Your liaison librarian should be contacted to assist you in creating links. Please see:

<http://www.library.uq.edu.au/copyright/licencecopying.html>

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In respect of categories B and C below, wherever there is reference to quantitative limits on the content that can be supplied to students, those limits are the entire amount from a single copyright work that may be provided by whatever means (Blackboard or hardcopy) for the duration of the subject (or per semester, in the case of year-long subjects).

For example, you cannot request that a scanned book chapter available on Blackboard be taken down and replaced with another chapter from the same work. Similarly, you cannot supply a chapter through Blackboard and another chapter of the book in a hardcopy reader.

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## **B. Hardcopy**

### **1. Book**

One chapter or 10% of the pages of a book, whichever is the greater.

**To comply with copyright law, scanned book chapters must only be made available online by linking to them through the Library's electronic reserve. Contact your liaison librarian.**

### **2. Journal**

One article from an issue of a journal, or two or more where they are on the same topic - e.g. two articles from a 'special issue'.

Although not compulsory, it is highly recommended that scanned hardcopy journal material be placed online through the Library's electronic reserve rather than being placed directly on the Blackboard server.

### **3. Images Scanned from a published hardcopy source**

Scanned images may be reproduced for use without the accompanying text - e.g. pasted into a PowerPoint - *unless* they are separately commercially available (unlikely, but it does happen).

Images should always be sufficiently identified - e.g. author, title or web address.

Images reproduced **with** the accompanying text on a page are not separately assessed - the relevant test relates to the use of the text - e.g. a chapter or 10%, one article, etc.

### **4. Unpublished Works**

You need the permission of the copyright owner. Examples include theses and unpublished conference papers and reports.

## **C. The Internet**

Material available from the open web (non-licensed) should be linked to wherever possible, but may be copied in limited quantities and made available directly from, for example, a Blackboard site. For example:

- o No more than 10% of the words or pages of a website - note: separately published copyright works made available through a website - e.g. reports - are treated as individual works and subject to the chapter or 10% rule in most cases.
- o Images may be used, but they must be from a legitimate site - i.e. many images are posted on the web without the authority of the copyright owner and we have no right to further reproduce such images.

## **D. Other Electronic Resources**

Non-web electronic resources - e.g. commercial CDs, DVDs, including music, films, games and software, must **not** be posted to Blackboard.

## **E. Television and Radio Broadcasts**

TV and radio broadcasts are routinely copied by the Library and these can be made available for teaching in a variety of way - e.g. showing in class, inclusion in whole or part on DVD or CD and by being made available for viewing online through a UQ Blackboard website.

## **Copyright Notices**

Where third-party copyright material is made available by a lecturer directly from Blackboard, the lecturer placing it online must ensure it is accompanied by the Part VB statutory warning - see next page:

Where such material is linked to from the Library's electronic reserve, the notice will automatically be generated.

**COMMONWEALTH OF AUSTRALIA**

Copyright Regulations 1969

**WARNING**

This material has been reproduced and communicated to you by or on behalf of the University of Queensland pursuant to Part VB of the *Copyright Act 1968* (**the Act**).

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**For further information:**

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