

Copyright Quick Guide

Lecture Recording

Overview

The video-recording of lectures creates reproductions of copyright works that are captured during the recording. These include copyright images embedded in PowerPoint presentations, displayed web pages and audio-visual material played during the lecture.

With few exceptions, if you are currently permitted to incorporate third-party copyright material into your lectures, recording those lectures does not create additional copyright compliance issues. The major exception is commercially-purchased film and television DVDs and videos, which may be shown but not recorded.

PowerPoint Presentations

In addition to your own work, PowerPoint presentations routinely include third-party copyright material such as photographs and diagrams. Recording the PowerPoint as part of the lecture does not raise additional copyright issues.

Briefly, photographs and diagrams may be reproduced from a hardcopy source if they are not separately commercially available. In most cases, it is reasonable to assume that images will not be separately commercially available, but occasionally a resource may be image- rather text-focused and further inquiry may be necessary.

Images may also be taken from the 'free web' - i.e. sites to which access is not governed by specific licence terms. There is no equivalent 'commercial availability' test, but an important caveat is that an image should not be used if there is any suspicion that it is available on the Web, or located on a particular site on the Web, in breach of copyright.

Images from e-journals and databases subscribed to by the Library may be reproduced in PowerPoint presentations.

Displayed Web Pages

Freely available web pages may be displayed and recorded during a lecture, as well as any web pages from journals and databases subscribed to by the Library.

In the case of other licensed websites - e.g. where you are the subscriber - you should consult the licence terms and conditions.

Audio-Visual Material

Commercially-purchased film and television DVDs and videos may be shown in whole or part in the course of a lecture, but they must not be recorded.

Non-music audio CDs and tapes must also not be recorded. Music recordings are considered separately below.

Australian television and radio broadcasts, post-1990, which have been copied with an educational intent, may be shown and recorded. The Library routinely copies a wide range of broadcasts and will record any program or broadcast upon request.

Music

The University has a private music licence which permits video and audio recordings of licensed music to be made for educational purposes - i.e. for analysis by students or as part of a lecture, tutorial, or any other classroom related and based activities.

Music so recorded can only be made available via streaming and not in any downloadable format.

Because of stringent records and notice requirements, Tom Joyce should be contacted before inclusion of such material.

Copyright Details

It is very important that a record of the details of third-party copyright material incorporated into recorded lectures be made. This information is collected from time to time pursuant to our copyright licences and it is mandatory for the University to ensure it is available.

To facilitate this, the Lectopia "Staff Tool" provides a way for lecturers to document copyright materials used in a lecture. For instructions on using the Staff Tool, refer to the relevant section in the Lectopia Staff Tool Guidelines on the University website.

Further Information

Contact:

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