Using images in the course LMS

You can easily use images within your course LMS. Images scanned from published works or downloaded from the internet can be used in all RMIT authenticated teaching technologies under the Copyright Agency educational licence.

However, images used under the Copyright Agency educational licence must be registered with eReserve. Once registered images can be used in any of RMIT’s authenticated teaching technologies. The educational licence does not apply to public learning technologies, blogs, wikis or social media sites.

Images sourced under appropriate creative commons licenses or where website terms allow educational use do not need to be placed into eReserve.

Registration

Register images with eReserve - [http://www1.rmit.edu.au/browse;ID=zkjc8n8bg1ylh](http://www1.rmit.edu.au/browse;ID=zkjc8n8bg1ylh)

What happens after registration?

eReserve will send you confirmation that the image has been registered and supply you with a statement you need to include in your course LMS (at the beginning of each module is recommended).

Permissions

If the image you wish to use is restricted in any way, eReserve will refer you to our permission service – who can seek permission, on your behalf, to use the image for your course.

Permission is commonly required when using images from material such as slides in Instructor Materials from prescribed textbooks, or if you alter images.

To seek permission fill in the form here: [http://www1.rmit.edu.au/browse;ID=eb9l37awfsgt](http://www1.rmit.edu.au/browse;ID=eb9l37awfsgt)

What happens if permission is granted?

A permissions officer will send you confirmation that permission has been granted, and details of any further acknowledgement you need to include in your course LMS. Not further registration is required.

<table>
<thead>
<tr>
<th>Registration not required</th>
<th>Register with eReserve</th>
<th>Permissions needed</th>
</tr>
</thead>
<tbody>
<tr>
<td>- Your own images</td>
<td>- Textbook images</td>
<td>Copyright permission is required:</td>
</tr>
<tr>
<td>- Creative commons images</td>
<td>- Journal article images</td>
<td>- for images you do not register</td>
</tr>
<tr>
<td>- Open Educational</td>
<td>- Library database images</td>
<td>- for images that you alter</td>
</tr>
<tr>
<td>Resources</td>
<td>- Web images</td>
<td></td>
</tr>
<tr>
<td>- Permission granted from Publisher</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Copyright guides

Copyright guide - http://rmit.libguides.com/copyright
Copyright quick guide - using images - http://mams.rmit.edu.au/zn8wzj6m5n5g1.pdf
Copyright info for staff - http://www1.rmit.edu.au/copyright/information-for-staff

Finding Creative Commons images

Creative Commons Search Engine (mentioned in the video below) - https://search.creativecommons.org/
• VIDEO: Searching for Creative Commons Licensed Media https://www.youtube.com/watch?v=LX4D1GLCksQ

Using Google to find Creative Commons Images
• VIDEO: Searching Google Images with a Creative Commons License Filter https://www.youtube.com/watch?v=s9hR9Gokc4E&t=23s

Finding Flickr images in Canvas

Canvas has an option to search and locate Flickr images for use.
Go to: Edit → Embed Image → Flickr

Further Help

Copyright: copyright@rmit.edu.au
Permissions: permissions@rmit.edu.au
Contact your Liaison Librarian: http://www1.rmit.edu.au/library/librarians

Acknowledgements / Attribution

Images within your course LMS should be acknowledged by the following methods:
1. All images should have a descriptive label and be referenced in an appropriate style
2. Images registered with eReserve should include the statement provided by eReserve at the beginning of each module
3. Full Reference List should be available, either:
   a. At end slide in powerpoint presentation
   b. If images are embedded in Canvas include reference details at the end of each module

Accessibility

Alternative text (alt-text) needs to be provided for all images. The text should include a helpful description of the image.
Scenarios

Your own image

This may include photographs, tables, diagrams or figures.

Caption: Figure 1 ‘Love in a mist’ by J. Gillespie 2016 © RMIT University
In text: refer to the Figure number
Reference List: inclusion in list dependent on referencing style used
What you need to do:
You can use your own image in the LMS without registering the image in eReserve.

Note: Any content, including images done in the context of developing you course is RMIT University intellectual property.

Image/figure/diagram/table from textbook

Caption: Figure 2 Histological section of a human lymph node. p.18
In text: refer to the Figure number
Reference List (Vancouver style)
Földi M, Földi E, Strössenreuther RHK, Kubik S. Földi's textbook of lymphology: for physicians and lymphedema therapists. 3rd ed. München (Germany): Elsevier Urban & Fischer; 2012. Figure 2, Histological section of a human lymph node; p. 18.
What you need to do:
Register the image with eReserve.
Image from creative commons

Caption: Figure 3 “MRI” by Liz West is licensed under CC BY 2.0
In Text: refer to the Figure number
Reference: “MRI” by Liz West is licensed under CC BY 2.0
What you need to do:
You can use Creative Commons images in the LMS without registering the image in eReserve.

For more attribution examples see:
http://creativecommons.org.au/learn/fact-sheets/attribution/

Image from web (google)

Caption: Figure 4. PMI Ethical decision-making framework.
In text: refer to the Figure number
Reference List (Vancouver style)
What you need to do:
Register the image with eReserve.

June 2017