Using Images Working Towards Copyright Compliance

STEP 1

Ensure you can reference or cite all images used. Good academic practice is to reference sources all sources. Attribution is a right of an author/creator within copyright legislation and the cornerstone of professional academic practice.

What to do if you cannot cite an image, or forgot where it was sourced?

1. Search Google Images to find the image source, or
2. Replace the image with an alternative that you can cite.

Your Liaison Librarian can provide assistance http://www1.rmit.edu.au/library/librarians

STEP 2

Assess each image for compliance using the table below:

<table>
<thead>
<tr>
<th>OK to upload to Canvas (without further checking)</th>
<th>Need to register with eReserve to upload to Canvas</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Your own images</td>
<td>• Textbook images</td>
</tr>
<tr>
<td>• Creative commons images</td>
<td>• Journal article images</td>
</tr>
<tr>
<td>• Open Educational Resources (from websites that allow educational use)</td>
<td>• Library database images</td>
</tr>
<tr>
<td>• Permission granted from copyright holder</td>
<td>• Web images (where no educational use is allowed)</td>
</tr>
</tbody>
</table>

☐ I have 100’s of images – it is too difficult for me to register them all.

  o Use the option of registering multiple works and register the images you plan to use in an ongoing manner at a time that suits. We are not asking you to register the images whilst you are busy during semester – register at your earliest convenience (when you can) to ensure your teaching materials are copyright compliant. OR

  o Replace the images with public domain or open images, search Google for images you can use. Use the Tools filter function in Google to find images you can use – see below.
STEP 3

Ensure you images in Canvas are compliant - register all images that are not openly licensed into eReserve. The educational licence with the Copyright Agency sets out how RMIT staff can use images for learning and teaching purposes. The licence requires images that are protected by copyright need to be placed into eReserve. Email: eReserve.library@rmit.edu.au

NOTE: You do not need to register if the images are Creative Commons, openly licensed or from websites that allow educational use. So check the terms on each website you access to see if educational use is allowed.

How: To find openly licensed and Creative Commons images to use

Many galleries, museums and websites allow the use of images found on their websites for ‘educational purposes’ – this is considered an open licence. For example view the terms of the National Gallery of Victoria.

Embedded YouTube, Vimeo & web videos? Best practice is to embed or link videos into your Canvas course there is no blanket educational licence that allows the downloading of videos from YouTube or Vimeo. If you are unsure or need help send the link of the video to your Library Liaison to check if it is compliant.

GUIDE: Adding Library Resources to Canvas Guide