

COPYRIGHT LAW - WHAT YOU MUST KNOW

What is copyright?

Copyright laws are designed to protect ownership of an expression of an idea. If you are using other people's work then you must comply with relevant copyright legislation

What can I copy?

You may make *single* copies of an insubstantial proportion (10% or less) of a published work for *your personal use* only – copyright fees apply to all other copying.

However, the University of Calgary has an ACCESS COPYRIGHT license, which covers your copyright fees for the following activities while teaching on-site:

- √ Manual copying onto a flip chart or white board, if no commercial product available
- √ Copying to project an image, if no commercial product available (overheads, powerpoint slides)

Be careful with *handouts* – while it is legal to copy another's work for inclusion in a powerpoint presentation, these slides must NOT be printed out and distributed.

Copyright applies to images and sound (diagrams, x-rays, tape recordings, for example) as well as words; websites are copyrighted, even when not explicitly stated, so do not frame others' content within your web pages, modify or adapt material found on the web without the copyright owner's permission, or copy their content into your printed material.

- √ Adding a link to an external site in your web page or presentation allows individuals see others' material without contravening copyright legislation; please check for any conditions of use usually found under "About Us" or "Legal Notices."
- √ Copying and showing a news program or commentary (but not a documentary), or presenting other telecommunications at the time of their broadcast

Exclusions

There is a healthy list of exclusions to our license, including Federal and Provincial documents, AMA documents, and examination papers or workbooks. Please check that what you intend to copy is not listed on the web site below under 'Exemptions.'

<http://www.ucalgary.ca/ImageCentre/copyright/cancopy.htm>

For further information

Canadian Intellectual Property office <http://cipo.gc.ca>

Copyright & new media law newsletter <http://copyrightlaws.com>

Or you can contact Wendy Stephens, copyright officer for the University of Calgary, at wstephen@ucalgary.ca and (403) 220-3721.

The information in this handout was taken from the following website:

<http://www.ucalgary.ca/ImageCentre/copyright/cancopy.htm>