

Copyright for students

As part of your studies you may want to copy (photocopy, scan, or digitally copy) material from books, journals or web pages/sites. This material is protected by copyright, which restricts when and how you can use it.

What is copyright?

Copyright is a type of intellectual property right. It covers all original works, such as:

- Books
- Journals
- Paintings
- Photographs
- Music
- Films
- Sound recordings and broadcasts
- Unpublished works, for example manuscripts.

Copyright is an automatic right which comes into force on the creation of a work. It doesn't need to be applied for or registered.

Who owns copyright and what does it protect?

The creator of a work normally owns the copyright in that work.

You own the copyright to any work completed during your studies unless you are a postgraduate research (PGR) student and have assigned your intellectual property rights in some areas to the University at registration, or as part of a research funding agreement. PGRs continue to own the copyright to their theses. Search the Strathclyde website for 'PGR Copyright Guidance' for more information.

How long does copyright last?

Copyright protection starts as soon as a work is created. It ranges from 25-70 years after the death of the author. Once copyright has expired, the protection no longer applies and anyone can use or copy the work. Please see [our webpage](#) for details - search 'Strath copyright exceptions'.

When can I copy materials?

There are a number of exceptions in UK law which allow you to re-use a copyright work for educational purposes without seeking permission from the copyright owner. Most of the exceptions are subject to 'fair dealing', that is they allow fair but limited use of a copyright work.

What is fair dealing?

Fair dealing is a legal term referring to whether or not the use of a copyright work is lawful or whether it infringes copyright.

When applying fair dealing you should think about:

- Whether the amount you wish to copy is reasonable and appropriate to the context (e.g. not copying the whole work when only an extract is required)
- Whether your use of the work would adversely affect sales of it and compete with the normal exploitation of it by the rights holder.

Additionally:

- Your use of the copyright work must be for non-commercial purposes
- You must provide an acknowledgement (citation) to the rights holder(s), unless it is impractical to do so

How much can I copy?

You are permitted to make a single copy of a work for your own personal use for private study or research.

The amount that can be copied is not specified but is usually interpreted to mean one article from a journal issue, or one chapter or up to 5% of a book.

The amount copied must be fair and you should never copy an entire book, journal etc.

What if I want to copy more?

You should ask the copyright owner for permission. In most cases a copyright owner will grant permission to a student for educational use. You should clearly explain how you want to use the work and comply with any restrictions they impose. If they do not reply you cannot assume it is OK to use their work.

Can I use a copyright-protected work for coursework or assignments?

Yes, there is a provision that allows copying for the purpose of examination and assessment. This allows a copyright work to be re-used within an essay, assignment, dissertation or thesis. You should only use what you require e.g. fair dealing and always include an acknowledgment. In many cases this means you will only use an

extract, for example a quotation or an illustration, rather than the whole work.

Can I copy from eBooks and eJournals?

The Library offers access to a wide range of electronic subscriptions including e-books and journals. Like printed books these are also protected by copyright. Many of these have limits on the amounts that can be downloaded, copied and printed. It is important you pay attention to these limits to ensure compliance with the licence requirements. Please see [guidance](#) on accessing, downloading and printing from eBooks.

Can I use content I find on the internet?

The majority of content available online is subject to copyright restrictions, unless it states otherwise. Most websites contain a copyright statement or terms of use setting out if and how their content can be reused. Where there is no copyright statement or terms of use you should not assume the content is copyright-free. The fact something is not behind a firewall and is publicly accessible does not mean it can be reused: copyright still applies.

You can do the following with internet content:

- Provide a link to legitimate content, but you should never link to pirated/infringing content. Always check the website terms of use to ensure linking is permitted.
- Copy a small extract in line with the copyright exception; remember the use must be fair.
- Freely use content that is covered by a Creative Commons licence subject to the restrictions of the licence.

Remember, just because it's available on the internet does not mean it's free to use, most content will be subject to copyright protection until it expires (often 70 years after the death of the author) unless the copyright owners have waived their rights.

If you are required to create your own webpage as part of your coursework ensure you express your ideas in your own words. Ensure it cannot be confused with a similar webpage and avoid giving the impression that someone else's website is your own. Remember that you must avoid plagiarism in anything you create.

Can I download or copy music?

Copyright in music lasts for 70 years from the death of the composer, it protects the printed music as well as the recording/performance.

You should not download music from a website unless their terms of use permit it (this includes YouTube) or share the file.

If you wish to use a whole song or other musical work as part of an event, project, or presentation, please contact ictlegalcompliance@strath.ac.uk for advice as we may be able to arrange a licence for single use of music for a particular purpose or event.

You may be able to use a small extract of a song or piece of music subject to fair dealing under one of the copyright exceptions for an assessed piece of work.

Can I copy an image or a map?

Images, including photographs, illustrations, diagrams, graphs from books and journals and maps are all protected by copyright. An image can be used for the purpose of examination e.g. it can be included in an assessed piece of work provided an acknowledgement is included. This is subject to fair dealing but it is recognised that with such items, the whole work may need to be copied.

Maps covered by the Digimap licence can be re-used for educational purposes, subject to their guidelines on displaying the data and acknowledgement.

It is also possible to use images from services such as Google Maps subject to following their guidelines for display and acknowledgement. Always check their Terms and Conditions.

Can I record my lecture?

Students may be permitted to make an audio recording of a lecture but cannot make an audio visual recording. This may be permitted for students with a particular need for this as a result of a disability and should be discussed directly with the lecturer.

Can I record my lecture and share it on social media?

No, as the recording is protected by copyright. When you post content to social media, such as Facebook and Twitter, you are agreeing to grant them a licence which allows them to re-use the work.

You do not own the copyright and do not have the right to grant this licence, unless you seek permission from the copyright owner – your lecturer or the University.

Can I share teaching material from Myplace on social media?

No, as the University owns the copyright to teaching material you are not permitted to share it on social media. To do is a breach of copyright and could result in disciplinary action.

For more information:

For copyright queries please contact

- Email: ictlegalcompliance@strath.ac.uk
- Telephone: 0141 548 3744
- Webpage: www.strath.ac.uk/is/compliance

For Library queries please pop by the enquiry desk or:

- Email: help@strath.ac.uk
- Telephone: 0141 548 4444
- Webpage: www.strath.ac.uk/library