Copyright Reminder for Staff (2025/26)

Introduction

Copyright is a key part of University life. Copyright protects works that you create, including teaching materials and scholarly works like books or journal articles. It also protects third party-owned materials that you might use in the course of your work, such as literary, dramatic, musical and artistic works, films, sound recordings and broadcasts. Copyright applies equally to material found on the internet and in social media, for example YouTube or Instagram. Non-compliance with copyright can lead to loss of access to resources for all staff and students, and financial/reputational damage to the University and to individuals.

The [University Regulations](#) (6.13) set out the formal responsibilities of staff.

Copyright & hybrid learning

It is important to remember that copyright applies to both face-to-face teaching and to activity delivered online via Zoom or similar, some of which is recorded.

To comply with the requirements of the University's Copyright Licensing Agency (CLA) licence (including extent limits) all scans of print material for teaching, such as journal articles or book chapters, must go through the University Digitisation Service. Place your digitisation requests via the reading list software. Alternatively, use the [University Digitisation Service form.](#) You may find our [Guidelines for Photocopying and Scanning](#) useful.

Library e-resources come with licensing terms & conditions. Unfortunately, these vary and users should make themselves aware of what they can or cannot do with a particular resource.

Copyright infringement

The University has experienced cases where it has been alleged that a member of staff has infringed the copyright of a rightsholder. These usually relate to images posted on a publicly accessible website or blog, including the personal sites of academic staff. Dealing with allegations can be costly and time consuming. Rightsholders are claiming up to £1k per image in compensation.

Think carefully before you put any content online, including on social media, that you do not have the rights to, and ensure that you acknowledge the rightsholder. If in doubt, please contact us.

Remember there is no blanket exception for 'educational use' in UK law; however, there are specific exceptions that allow students & staff to copy a work (or extracts from it) without seeking permission, subject to certain conditions and limits. For further information, see our [Overview of Copyright](#).

Rightsholders may apply an open licence like [Creative Commons](#) to their work, or bespoke Terms & Conditions which may make it possible to reuse content. The key point is to check before you copy. We can advise on using Creative Commons licensed content. If you are looking for images then your Faculty may have access to licensed stock images that are suitable for your purposes.

If you receive an allegation or claim of copyright infringement please do not ignore it and contact ictlegalcompliance@strath.ac.uk immediately.

Audits

We conduct sample internal audits of the teaching material held within Myplace to check for compliance with the relevant licences and copyright law. Where infringing material is found we work with the individual member of staff to resolve this. The overall audit results are reported to senior management and faculty staff. Internal Audit include copyright in their checklist for departments. The University is subject to external audit/survey by the CLA.

Resources & training

Staff

Access our new Copyright for Teaching MicroCPD (3 min read). It describes how to approach copyright when teaching and includes resources that you may find helpful and information about where to reach out for help.

Our Libguide will help you understand how the University's licences and copyright exceptions can enable you to lawfully reuse audio-visual works such as images, films, TV broadcasts and YouTube videos within teaching materials without infringing copyright.

Complete our online Copyright Training for Teaching Staff module. (45 min to complete)

Please read our leaflet on 'Copyright for Staff'.

Consult the guidance on our Copyright & Licensing Compliance webpage

Access our Generative Artificial Intelligence and Copyright Libguide to understand the copyright implications of using Generative AI tools.

Support for Students

The Academic Library Skills MyPlace module includes a Copyright topic with videos, reading, quizzes and learning activities which students can work through in their own time.

Training on 'Copyright and Referencing' and 'Copyright for research students' are available for students as part of the Skills Boost Sessions provided by the Library.

We have a Copyright and Your Thesis Libguide for research students. Please draw this to the attention of your students.

Where to Find Help:

The Copyright & Licensing Compliance team assist staff and students in relation to copyright queries. If you need any further help please contact us:

Email: ictlegalcompliance@strath.ac.uk.

Contacts: Deborah Ferns

Online Support Portal