

Copyright and Learning Management Systems

Copyright Advisory Office | <http://library.queensu.ca/copyright>



Questions to ask yourself

1. Is it protected by copyright?

The following can be copied without permission:

- ✓ insubstantial portions of material (eg. selected sentences, paragraphs, verses or choruses from an article, book, poem or song and short clips from a film or television production).
- ✓ facts and ideas.
- ✓ links to material on the internet.
- ✓ material in the public domain (eg. the creator has been dead for more than 50 years),
- ✓ material made available through a license that allows for distribution (eg. the Creative Commons).
- ✓ material copied for the purpose of making a work accessible (contact Library Services for Students with Disabilities).

2. Is it licensed by Queen's?

The Queen's library licenses a wide variety of digital materials. You can provide access by:

- ✓ Creating permanent links to the material. **Contact your subject librarian or the Copyright Advisory Office (CAO) for help creating links.** If you would rather do it yourself, see <http://library.queensu.ca/help/links-permanent>.
- ✓ Uploading some licensed material to your LMS. While linking is generally the best option for adding this type of material to your LMS site, some of our licenses do allow you to upload licensed materials to password protected LMS sites. To find out more about our licensing agreements, see: <http://library.queensu.ca/news/archives/2794>

Formats

Scanned Books and Articles

- ✗ Do not scan and post articles or chapters of books without permission from the copyright holder.

Strategies:

- ✓ Provide the material using a print course-pack through the AMS PC&C or Campus Bookstore.
- ✓ Contact the CAO to inquire about clearance. More info. is available at: <http://library.queensu.ca/library/news/story/11/11/01/LMS#scanned>

Music and Video

- ✗ Do not convert music or video (DVD, CD) to an online format without permission from the copyright holder.

Strategies:

- ✓ Link to the material. Linking is not copying and does not require permission or payment.
- ✓ Use streaming media licensed through the library or the university. More info. is available at: <http://library.queensu.ca/library/news/story/11/11/01/LMS#videos>

Websites and web content

- ✗ Do not download and re-upload website content without permission from the copyright holder.

Strategies:

- ✓ Link to the material. Linking is not copying and does not require permission or payment.
- ✓ Copy the material if the site is licensed through the Creative Commons. More info. is available at: <http://library.queensu.ca/library/news/story/11/11/01/LMS#websites>

PowerPoint Slides

- ✗ Do not post slides with substantial amounts of copyrighted material without permission from the copyright holder.

Strategies:

- ✓ Use insubstantial portions of material.
- ✓ Remove the material and provide the source so students can find the material themselves.
- ✓ Use creative commons images. More info is available at: <http://library.queensu.ca/library/news/story/11/11/01/LMS#powerpoint>