

# Copyright and Course Web Sites

In general, the laws of copyright applicable to traditional media apply to works in digital format. Thus it is important to be aware of what you can legally make available on your Course Web Site. Since the college's ACCESS COPYRIGHT agreement does not extend to digital formats, an article that you would be able to photocopy and distribute in the classroom for educational use would not be able to be converted to a PDF file and legally distributed as a resource on your course web site. Use of digital formats or other formats transferred to digital products usually requires permission from the copyright holders. Permission to digitize print material must almost always be requested from the copyright holder (generally on a case by case basis) and when granted may have conditions attached. Permission from the copyright holder must be obtained in order to link to internet documents unless copyright permission is clearly stated on the website.

**The following is a brief list of what you can and can't post on your site. A good rule of thumb: *When in doubt, get permission.*** It is best to obtain permission in written format (email is ok) and retain.

<i>Feel free to post:</i>	<i>What you can't post without permission:</i>
<ul style="list-style-type: none"><li>❑ Original works you have created</li><li>❑ Graphic images or photographs you have created</li><li>❑ Copyright-free material (if there is a copyright notice permitting certain uses or it is clearly in the public domain)</li><li>❑ Copyright-cleared material (anything you have express written permission to post on your web site)</li><li>❑ Links to other Web sites—Note: opinion on whether deep linking is permissible is divided; Non-Canadian cases settled out of court indicate that you may link to the home page but before deep linking you need permission; thus it is best to err on the side of caution and link to the home page only</li><li>❑ Links to certain articles available through online subscription databases (see: the Library website: Resources for Faculty--E-Reserves for more info)</li></ul>	<ul style="list-style-type: none"><li>❑ Scanned articles or images</li><li>❑ Text or images downloaded from other Web sites, online databases, etc.</li><li>❑ Excerpts from textbooks</li><li>❑ Print resources that accompany textbooks (test banks, etc.)</li><li>❑ Content that you have modified, edited or changed in any way (unless your own creation)</li><li>❑ Videos clips</li><li>❑ Clips of documentaries or news programs</li></ul>