

Copyright Guide for Faculty at Mohawk College

Where to find it...	How to access...	What's legal...
Books		
<p>Print books (in library collections, your personal collections or elsewhere)</p>	<ul style="list-style-type: none"> • Library collections can be searched through the Library catalogue • Can't find what you need? Use our interlibrary loan service 	<ul style="list-style-type: none"> • Put it on reserve in library • Scan and put in eLearn (if permission granted) • Photocopy and hand out in class (based on provisions in our Access Copyright licence) • Some publishers do not participate in the AC agreement – here's a list of them. (Log in with your MoCoMotion username and password to access list.) • In order to scan it so that it is electronic – need permission from publisher
<p>Electronic books in Library @ Mohawk</p>	<ul style="list-style-type: none"> • Find books you need in library's e-books collections • Some recommended collections from the library: <ul style="list-style-type: none"> ○ Safari e-books (IT & business) ○ netLibrary (all subjects) ○ STAT!Ref and OVID (health sciences) 	<ul style="list-style-type: none"> • Link to e-book in eLearn (link only – cannot download e-book file) • Must be on password-protected site (eLearn)
<p>Online books in the public domain (no longer under copyright)</p>	<ul style="list-style-type: none"> • Some public domain sources: <ul style="list-style-type: none"> ○ Project Gutenberg Canada (books) and Project Gutenberg.org ○ GoogleBooks (some books are in public domain – others are not and are available only in snippets) 	<ul style="list-style-type: none"> • Link to it in eLearn



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Articles from Journals and Magazines		
Print articles (in library collections, your personal collections or elsewhere)	<ul style="list-style-type: none"> Check the library catalogue or check the shelves at your library location. 	<ul style="list-style-type: none"> Put it on reserve Photocopy and hand out in class. (Copying restrictions: Up to 10% of a published work or entire newspaper or journal article - whichever is greater.)
Library – online databases	<ul style="list-style-type: none"> Search for articles of choice in library collections or contact us for assistance. 	<ul style="list-style-type: none"> Link to it in eLearn – must use PERSISTENT LINK – cannot put the actual file (PDF, etc.) on a server. Not sure what this means? We're here to help – get in touch! Cannot print and use in Courseware packs. Must be on password-protected site (eLearn)
Article found freely available on the web (for e.g. in an online magazine)	<ul style="list-style-type: none"> Look for permission on the website/ask creator/publisher for permission to use. Is it open access (freely available?) Some open access sources: <ul style="list-style-type: none"> Public Library of Science (PLoS) Directory of Open Access Journals (DOAJ) 	<ul style="list-style-type: none"> Depends on permissions granted by rights holder.



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Films – in order to show to a group or class, dvds must come with “public performance rights”

Library – VHS or DVD video	<ul style="list-style-type: none"> Go to library catalogue to find video of your choice No need to get permission – permission already granted. The Library @ Mohawk buys all its dvds with PPR ...at an additional cost. 	<ul style="list-style-type: none"> Play it in class Check with us – we may be able to digitize it so you can link to it.
Blockbuster or other video store or public library	<ul style="list-style-type: none"> Public Performance Rights sometimes available through public library – but not available from video store – cannot play in class or rip a copy from video store. 	<ul style="list-style-type: none"> Watching at home
Library – online videos	<ul style="list-style-type: none"> Go to library catalogue to find video of your choice Library has paid for a licence to the online version. 	<ul style="list-style-type: none"> Play it in class Link to it in eLearn Must be on password-protected site (eLearn)!
YouTube www.youtube.com	<ul style="list-style-type: none"> Need to find out: Is it legally available on YouTube? Who owns it? 	<ul style="list-style-type: none"> Depends on permissions granted by rights holder
National Film Board of Canada www.nfb.ca http://www.nfb.ca/education/en/	<ul style="list-style-type: none"> Some free content. Subscribe (\$19.95/year/teacher) 	Depending on license: <ul style="list-style-type: none"> Play it in class Link to it in eLearn
Internet Archive: Moving Image Archive http://archive.org/details/movies	<ul style="list-style-type: none"> Creative Commons-licensed movies. 	Depending on license: <ul style="list-style-type: none"> Play it in class Link to it in eLearn
Content licensed by Creative Commons	<ul style="list-style-type: none"> Creative Commons licensed sites 	<ul style="list-style-type: none"> Depends on permissions granted by rights holder

Music/Sound

Content licensed under Creative Commons	Some sources: <ul style="list-style-type: none"> Freesound (mostly sound effects) Jamendo (CC licensed songs) More (on the CC site) 	<ul style="list-style-type: none"> Use in learning materials
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Websites		
A site you've found on the web	<ul style="list-style-type: none"> Look for permission on the website/ask creator for permission 	<ul style="list-style-type: none"> Depends on permissions granted by rights holder.
Content covered by Creative Commons License	Some examples: <ul style="list-style-type: none"> Creative Commons Search Creative Commons Content Directories Wikimedia Commons MITOpenCourseware Connexions MERLOT WISC-Online Maricopa Learning Exchange OpenCourseWare Search 	Depending on license: <ul style="list-style-type: none"> Play it in class Link to it in eLearn
Images		
Library database - EBSCOhost SMART Imagebase http://ebSCO.smartimagebase.com/ (for health sciences-related images)	<ul style="list-style-type: none"> Licensed for educational use 	<ul style="list-style-type: none"> Can be used in “research, classroom assignments, test preparation, lectures, web-based courseware, lesson plans, and testing.”
Flickr Creative Commons Images http://www.flickr.com/creativecommons/	<ul style="list-style-type: none"> Check the CC for each image you would like 	Depending on license: <ul style="list-style-type: none"> Link to it in eLearn
Stock xchng http://www.sxc.hu/	<ul style="list-style-type: none"> Check the license for the image you would like – many times all that is required is notification sent to creator that you are using it 	Depending on license: <ul style="list-style-type: none"> Link to it in eLearn
Open Photo http://openphoto.net/	<ul style="list-style-type: none"> CC licensed photos. 	Depending on license: <ul style="list-style-type: none"> Link to it in eLearn
Google Images – Advanced Search http://images.google.com/ Yahoo! Images – Advanced Search – http://images.yahoo.com	<ul style="list-style-type: none"> Click Advanced Search and choose the usage rights from the “Usage Rights” dropdown. 	Depending on license: <ul style="list-style-type: none"> Link to it in eLearn

Copyright is never simple! Have questions?
Please contact a Librarian!