

## Basic Copyright For Lecture Capture and Media Import

At UNE, a copyright notice displays prior to viewing recorded lecture content and media imports. This is intended to cover the use of copyright content for educational purposes.

It is also a requirement under provisions available to educational institutions in Australian copyright law.

### Lecture Capture and Media Import

You may include others' copyright in your recording:

- **YouTube, Vimeo** and other online shared video  
Short snippets that form part of a lecture presentation may be included. You should support this by providing a link to the online source so students can view it later in full.
- **Images, text and music**  
Use only what is needed and always include a reference so the source is evident.
- **Broadcast Radio and TV**  
Include details of the program, channel or station and the date of the broadcast.  
**Note** that the content needs to have been recorded from the broadcast itself and must not be from a commercial DVD or similar. Find out more:  
<http://www.une.edu.au/copyright/using-sound,-film,-radio-and-music/part-va-statutory-educational-licence>
- **Recorded music**  
Please ensure you comply with the terms of the **Tertiary Music Licence**  
<http://www.une.edu.au/copyright/using-sound,-film,-radio-and-music/music-licence>  
particularly the conditions relating to marking online copies.
- **With Permission from the copyright owner**  
Indicate 'used with permission' with the content and keep a copy of the permission in TRIM. Ensure you comply with all conditions.
- **Creative Commons and open licensed resources**  
Content such as film and Images that are licensed under Creative Commons or are openly licensed can be used freely under the terms of the licences.

### Learn More

Instead of reproducing content that is not UNE's, providing an online link or reference to it is always preferred.

For more information about copyright or using media from other sources see:

**UNE Copyright web pages:**

<http://www.une.edu.au/copyright/>

**Copyright for online teaching:** using images, resources and multimedia online:

<http://www.une.edu.au/copyright/guides-and-resources/teaching-material,-for-online>

**Ask the Copyright Office:**

[copyright@une.edu.au](mailto:copyright@une.edu.au)

### Copyright is your Responsibility

Due to the automated nature of the recording system, lecture recordings are not monitored nor edited. It is the responsibility of the presenter to ensure all material recorded during Lecture Capture and Media Import complies with University of New England copyright policy and guidelines.

Bear in mind that material that you are able to show in class *cannot* automatically be included in a lecture recording. For example, while a film or TV program that you have purchased on DVD can be shown in a face-to-face teaching setting, if you record the lecture, you must use a broadcast copy or seek permission.

You should limit the quantity of non-UNE material you use to what is essential, and ensure you always acknowledge content with a proper citation, for example as a reference with an image in a PowerPoint presentation, or by announcing the citation.

If you are unsure about whether you are permitted to use copyrighted material, you can pause the recording when the content is being shown in the lecture. To request the removal of content from a lecture recording, contact: [echo-support@une.edu.au](mailto:echo-support@une.edu.au).