



CLASSES AND SESSIONS

COPYRIGHT - WHAT YOU NEED TO KNOW

This factsheet is intended for University of Newcastle staff members to use in the context of their employment only and provides general advice. University staff should contact the Copyright Advisor if they have specific questions or concerns.

Is there a difference between in-person, streamed and recorded sessions?

Short answer – yes. Some activities permitted for in-person sessions become breaches of copyright if material is communicated online or recorded. Others may be permitted, but in a restricted form, or require the use of specific warning notices. [UON Copyright Compliance Guidelines](#)

What and how much material can be used in sessions?

The following table covers material used for ‘educational purposes’ where access is restricted to University of Newcastle staff and students. It does not apply to MOOCs or other open courses.

Film, Video, Audio			
Resource	Play / stream live?	Record in Panopto?	Requirements?
Commercial release (film / disc / file)	Yes	No	Requires permission from copyright owner to record.
Film (recording of broadcast / ‘off-air’)	Yes	Yes	Include S113P warning notice where recording.
TV (recording of broadcast / ‘off-air’). Includes ClickView and TVNews	Yes	Yes	Include S113P warning notice where recording.
Kanopy video streaming database	Yes	No	Recording not covered by our licensing.
Streaming services (Netflix, Stan, etc.)	No – Accounts are for personal use only	No	Educational use is usually outside of the licensing available for these platforms.
YouTube or other internet video platform	In-person – Yes Stream online – Normally no	Normally no (unless appropriately licensed)	Requires permission from copyright owner to stream and/or record. Panopto can embed YouTube videos into recordings.
Podcast (recording of broadcast / ‘off-air’)	Yes	Yes	Include S113P warning notice where recording.
Podcast (Not from radio / TV)	In-person – Yes Stream online – No	No	Requires permission from copyright owner to stream and/or record. Does not include podcasts from Spotify, etc. – see Streaming music .
Music (commercial release / disc / file)	Yes	Yes	Record as part of a session – individual music files cannot be posted for download.
Streaming music (Spotify, Tidal, etc.)	No – Accounts are for personal use only	No	Educational use is usually outside of the licensing available for these platforms.

Images			
Resource	Show / stream live?	Record in Panopto?	Requirements?
Photo / artwork (book, journal, etc.)	Yes	Yes	Include S113P warning notice where reproducing in PowerPoints or recording.
Photo / artwork (online, web, etc.)	Yes	Usually yes	Include S113P warning notice as above. Individual licence agreements may limit use.
Maps, etc. (general)	Yes	Yes	Include S113P warning notice where recording.
Google Maps, Earth, etc.	Yes	Yes	Do not remove or obscure the Google copyright notice.

CLASSES AND SESSIONS - COPYRIGHT

Text, Print music			
Resource	Show / stream live?	Record in Panopto?	Requirements?
Short quote from print book / journal or internet	Yes	Yes	Limit of an 'insubstantial amount'.
Longer quote or section from print book / journal	Yes	No	Usually a maximum of 10% / one chapter or 1 article may be online per course. This must be managed via the Course Readings system .
Longer quote or section from ebook / ejournal / internet	Yes	No	Linking to item in Canvas or Course Readings is best practice.
Print or digital music score	Yes	Yes	Music Licence marking required where recording: 'Copy made pursuant to a licence between Universities Australia and AMCOS. Title of work Composer Lyricist Arranger (if applicable)'

What is an 'insubstantial amount'?

This is the language used in copyright legislation and is generally deemed to be less than 1% of the work. Images, maps, tables, etc., are **not** considered 'insubstantial' and should be used appropriately as noted above.

What is 'in-person'?

This means a face-to-face (F2F) class or session where students physically attend. It does not include online sessions.

Artistic works

Artistic works may be included in Canvas and [Panopto](#) where:

- i. The work accompanies or explains a text;
- ii. The work is not separately published; and
- iii. The work cannot be obtained at a 'reasonable commercial price within a reasonable time'.

All artistic works being reproduced should be correctly cited and include the [S113P warning notice](#).

Tertiary Music Licence (TMA)

Music from the catalogue of works of the music societies (APRA, AMCOS, ARIA, PPCA) may be used in live sessions and recordings. Any music used should be incorporated into your session recording or made available via streaming only. The TMA does not permit music files to be made available as individual downloads.

The University subscribes to Tier 2 of the TMA allowing for copying and communication of music scores as long as an [appropriate marking is included](#) and copies are destroyed at the end of each teaching period.

Best practice

- Keep detailed notes of where you have taken material from – this will assist with citing your sources.
- Include the [S113P warning notice](#) (or the [Music Licence marking](#) as appropriate) on a session slide wherever you have used third-party material.
- Recordings in [Panopto](#) can/should be edited if you include any problematic content.
- Use the [embed feature in Panopto for YouTube](#) videos.
- Contact the **Copyright Advisor** if you have any questions or concerns around using third-party material in either Canvas or Panopto.

For more information see **Copyright Support** below.

Copyright Support

Ask a question: newcastle.edu.au/copyright-request

Phone: (02) 492 16456

Web: newcastle.edu.au/copyright-support

Academic Division | Library Services

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