

COPYRIGHT QUICK GUIDE

Creating YouTube Videos for research & study purposes

IMPORTANT NOTE: YouTube is a public site and offers effortless access and greater exposure that creates a higher risk when using copyright works.

Credit where credit is due – credit, reference the work of others.

Fair dealing - is a provision allowing the use of copyright works for specific purposes such as study and research. RMIT students are able to rely on using a 'reasonable portion' of copyright works in assignments or research work at RMIT. Fair dealing does not apply to public uses, fair dealing only applies in authenticated (password protected) online sites. If you are using copyright works in your video for fair dealing purposes, ensure your settings in YouTube are set to [Private or Unlisted](#), and only provide access to students in your class, you lecturer / tutor / teacher.

Follow the steps below to comply with copyright requirements.

<p>Other students' works (Students own copyright in the works they produce whilst at RMIT)</p>	<p>Steps:</p> <ol style="list-style-type: none"> 1. Gain the permission of the student to post their work. 2. Check to establish if the student has used third party copyright works (copyright works they have not created). If yes, please refer to the categories of works below for further information. Or contact copyright@rmit.edu.au for assistance. 3. Adhere to good academic practice and reference all sources. 	
<p>Images (from books, journals, magazines, newspapers, publisher's resources, websites, Google, Flickr)</p>	<p>Steps:</p> <ol style="list-style-type: none"> 1. Ensure your settings in YouTube are set to Private or Unlisted. 2. If the image is from the internet, check to see if the image is Creative Commons or openly licensed for use for non-commercial purposes, or research or study purposes. <p>Check the website copyright statement or terms for usage information.</p> <ol style="list-style-type: none"> 3. If the image is protected by copyright (such as an image found using a Google search), the image could be used for research and study purposes if your video settings are private or unlisted. Read the research and study guide before proceeding. 4. Adhere to good academic practice and 	<p>Alternatives</p> <p>An alternative is to source images that are licensed for use for non – commercial purpose or Creative Commons works where possible.</p> <p>TIPS:</p> <p>Use the Creative Commons search engine to find images.</p> <p>Find free images</p> <p>How to reference Creative Commons Images</p> <p>How to reference images</p>

	reference all sources.	
<p>Music (from online services iTunes, Google Play, Pandora, Spotify, Guvera, iHeartRadio, Rdio, CD, Vinyl)</p>	<p>Steps:</p> <ol style="list-style-type: none"> 1. Ensure your settings in YouTube are set to Private or Unlisted. 2. If the music has been published commercially such as available on iTunes, Pandora, Spotify CD / DVD etc. It must not be published to YouTube. <p>Permission to use the music must be sought from the copyright holder – contact copyright@rmit.edu.au for assistance.</p> <ol style="list-style-type: none"> 3. The use of the music might fall within fair dealing research and study purposes if the amount of music used is reasonable and your video settings are private or unlisted. Read the guide first before deciding on fair dealing research & study. 4 Source Creative Commons Music to be used in YouTube videos. 5. Use YouTube's audio swap feature to find free music to use. 6. Adhere to academic and reference all sources. 	<p>NOTE: Music services such as iTunes, Google Play, Pandora, Spotify, Guvera, iHeartRadio, Rdio, will most probably not be covered under fair dealing and cannot be used on YouTube without first checking your subscription licence.</p> <p>Alternatives</p> <p>The alternative is to source Creative Commons music, or use the Audio Swap feature in YouTube to find a suitable track.</p> <p>TIP: Check out Creative Commons Music Sites</p>
<p>Film, TV & Video (YouTube, Streaming video, Netflix, Stan, Presto DVD, recorded TV)</p>	<p>Steps:</p> <ol style="list-style-type: none"> 1. Ensure your settings in YouTube are set to Private or Unlisted. 2. The film, TV or video might fall within fair dealing research and study purposes if the amount used is a reasonable portion, and your YouTube settings are private or unlisted. Read the guide before deciding on fair dealing research & study 3. Can you replace the video? Check to see if there is a Creative Commons video you can use. 4. Adhere to good academic practice and reference all sources. 	<p>NOTE: Streaming services such as Netflix, Stan and Presto will most probably not be covered under fair dealing and cannot be used on YouTube without first checking your subscription licence.</p> <p>TIPS:</p> <p>Find Creative Commons video on YouTube.</p> <p>Video sites that host Creative Commons video:</p> <p>Vimeo Internet Archive</p>
<p>Text, (book, internet, journal article etc)</p>	<p>Steps:</p> <ol style="list-style-type: none"> 1. Ensure your settings in YouTube are set to Private or Unlisted. 	<p>Alternatives:</p> <p>If you are taking quotes from electronic sources, check the</p>

	<p>2. Check to make sure you are within the limits for reproducing an insubstantial portion:</p> <ul style="list-style-type: none"> • Printed materials less than 1% of the number of pages • Electronic materials less than 1% of the number of words <p>3. Adhere to good academic practice and reference all sources.</p> <p>When in doubt seek advice from copyright@rmit.edu.au before uploading to YouTube.</p>	<p>websites terms of use to see if the site permits use for research purposes.</p>
<p>Screenshots (software applications, websites etc)</p>	<p>Steps:</p> <ol style="list-style-type: none"> 1. Ensure your settings in YouTube are set to Private or Unlisted. 2. If the program is RMIT licensed software, the licence agreement in place will more than likely cover the use of screenshots for learning purposes. <p>If the program is not RMIT licensed software, the licence will need to be checked. The licence can be found as a readme file in the Program Files application folder. Check the licence to establish if research use is permitted.</p> <ol style="list-style-type: none"> 3. When in doubt seek advice from copyright@rmit.edu.au before uploading to YouTube. 4. Adhere to good academic practice and reference all sources. 	<p>Alternatives:</p> <p>Use an alternative RMIT authenticated platform to distribute the video to students, such as Google Drive, or Blackboard.</p>
<p>RMIT Licensed Resources (Streaming video via Kanopy, other services)</p>	<p>RMIT Library Licensed resources are not licensed to be published on a separate online platform.</p> <p>You must not place RMIT Library Licensed resources on any online platform.</p>	