COPYRIGHT & LITERARY WORKS

Which literary works can I use?

You can use written materials found in books, websites, magazines, journals, newspapers, documents and manuals as well as content written as a play, poem, lyric or prose for education purposes.

Is there a control to what I can use?

Teachers can use written content for educational purposes without permission where:

- Less than 10% of the pages or 1 chapter of a book is used. The limit is restricted to within one organisation. One teacher cannot print chapter 1 and another chapter 2 and a third, chapter 3, for example.
- Less than 10% of the words published in electronic format or if separated into chapters, up to 1 chapter (per organisation).
- One magazine, journal or newspaper article per publication
- Two magazine or journal articles per publication if on the same topic

This includes making the content available to students in hardcopy or electronically.

Is there a control to how many copies of the one source I can use in my teaching?

No. As long as you are following the above rules (i.e. no more than 10% or one chapter of a resource), there is no limit to how many copies you can make and distribute within the Institute.

What if I want to use more content than I am allowed?

In instances where a teacher wishes to use content outside the legal parameters listed above, the teacher can do so if the expressed written permission of the copyright owner is granted.

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