

Copyright and Moodle

A Simple Guide

Never Stand Still

Academy Library

Content that is used in Moodle needs to comply with copyright regulations. The acronym SCAN can help guide your way.

Secure It: Build your course site in Moodle so that access is automatically limited to a set number of users, for educational purposes. Your course content is then considered secured.

Clip It: Use only as much as you need. Similarly, wherever possible link to content rather than replicating it.

Attribute It: Properly attribute content you use. Do this where the content appears (e.g. caption under an image) or by creating a reference list for your course on a separate page or document.

Notify Users: Include an electronic use notice (EUN) for [audio-visual](#) and [print & graphic](#) materials in course sites containing this kind of content. The EUNs can appear anywhere in your course site and need only appear once.

Other important tips

Course Readings

The Academy Library Course Reading Team can help you digitize print readings, link to electronic readings, and place items into the [Course Readings](#) (4 hour loan) Collection.

Images

If you can find the image you need online, use it. Follow the principles outlined above. There is no defined attribution format required. Creative Commons offers a nice [guide on attributing](#) Creative Commons licensed images.

Videos

The Academy Library provides access to a vast number of streaming videos. Check out [EduTV](#), [TVNews](#) and [Kanopy](#). Other good sources of videos you can embed are [YouTube](#) (if they have the Standard YouTube License) and [Creative Commons](#) videos.

Echo360 recordings

Include them. They are fine. Especially if you have followed the SCAN principles above.

Seeking permission

Where you need to seek permission to use copyrighted materials, there are some handy [templates](#) in myUNSW (login with your zPass).

For further information: Read more on the [UNSW Copyright webpages](#) or [contact the Library](#) with your questions.