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Tips for Sharing Copyrighted Course Content Online

The first section of 17 U.S. Code § 110 gives in-person classroom teachers broad exemption rights regarding copyright, but what about **online** course components, presentations, and workshops? This guide will cover tips for using third party material in online platforms.

Using Articles, Chapters, Videos, and Other Library Materials

When identifying articles, chapters, streaming media, images, and more to use in your Learning Management System (LMS) Blackboard, Canvas, CoursePlus, or another online platform, **please contact your campus course reserves**. The library course reserves team will assist instructors with making available articles, books, streaming media, and more for their courses.

> **Using Course Reserves ensures:**
> - *Copyright:* you honor license agreements and use legitimate sources
> - *Accessibility*: you are using the best links for your course content
> - *Access*: you are taking advantage of the many library resources

Library/Campus	Submit/Visit
Homewood Campus	**reserves@jhu.edu;** **https://www.library.jhu.edu/library-services/course-readings/**

Finding Library Subscription Resources You Can Use
- Catalyst – online catalog for Books/Ebooks, Films
- Articles – Databases by subjects; Known Journal Lookup
- Media - Streaming Media subscriptions; Film and Media Research Guide
    - Possible alternatives for YouTube
    - Some of the subscriptions allow clipping
- Images - Finding and Using Images – Welch Medical Library Guide
    Finding Images – Sheridan Libraries Research Guide
    See below for Google Images licensed for reuse

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Fair Use

When identifying materials not licensed by the library, conduct a fair use analysis to determine whether it is appropriate to share the materials. You must weigh the four factors to determine whether your use is likely to be fair or not likely to be fair. You do not need to meet all four of the factors.

Fair Use Factors (17 U.S. Code § 107)

Factor 1: The Purpose and Character of the Use
Factor 2: The Nature of the Copyrighted Work
Factor 3: The Amount or Substantiality of the Portion Used
Factor 4: The Effect of the Use on the Potential Market for or Value of the Work

Overall, courts return to the same basic question regarding fair use:

Did you use just enough of the content to make your point, and did you transform the content from its original use and/or form to contextualize it within your course?

*Refer to the Welch Medical Library's [Teaching and Learning Guide](#) and Sheridan Libraries [Copyright Guide](#) for information about the fair use factors, fair use analysis tools, and much more.

General Tips for Online Course Components
1. Utilize materials provided by the Johns Hopkins Libraries and use Course Reserves
2. Use only the material needed for instruction purposes
3. Share material in the learning management system (LMS) only during the time the class is in session
4. Link to material from within the course rather than uploading PDFs
5. Use Open Educational Resources (OER). See more at the end of this handout.

Using Openly Licensed Material

Using openly licensed content (textbooks, courses, articles, and multimedia, e.g.), like those with a [Creative Commons (CC) license](#), allows instructors more flexibility in using copyrighted content in courses. When you identify material that has a CC license, click on the hyperlinked license to view terms for sharing. A CC license should be clearly displayed on the resource you are
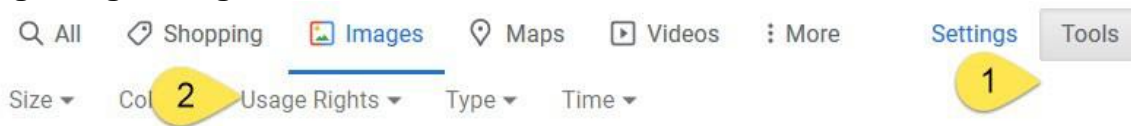
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one displayed within this text.

Using Google Images

The image above shows the search settings in Google Image that will allow you to search by CC license.

Other Open Image Tools/Resources

- Finding and Using Images – Welch Medical Library Guide
- Finding Images – Sheridan Libraries Research Guide

Open Access Articles and Other Scholarly Texts

- Scholarly Publishing and Open Access Guide - Finding Free and Open Scholarship – Welch Medical Library
- Open Access Guide – Sheridan Libraries

Open Educational Resources (OER)

OER are teaching, learning, and research materials that are either (a) in the public domain or (b) licensed in a manner that provides everyone with free and perpetual permission to engage in the 5R activities– retaining, remixing, revising, reusing and redistributing the resources.

- OER – Sheridan Libraries
- OER – Welch Medical Library