

### 4 TIPS FOR RESEARCHING

A few FAQ about copyright

# Can I use something if it doesn't have a copyright symbol?

Just because it doesn't have the copyright symbol doesn't mean it's not protected. The symbol is good to have as a reminder, but it isn't required by the copyright holder.

### But I only want to post it to my class page. Can't I do that?

Only the copyright holder can publish, copy, or distribute their work; you must ask to use it.

#### I've heard of Fair Use. What does that mean?

Sometimes education falls into one of the four factors used to determine if it's fine to use without asking. They are:

- 1) purpose and character of the use
- 2) nature of the copyrighted work
- 3) amount and substantiality used
- 4) effect on the market

# What if I don't have time to ask for permission to use something?

You can use Creative Commons easily, but you must make time or ask for help. We don't always handle this correctly, and we could be liable!

Join me for the full PD class on 10/4/19 and get recert points! (I am not an attorney, and you should consult one if needed.)