

## Fair Use Guidelines for Students

Most students understand that works such as books, magazines, movies, and newspapers are copyright-protected. Most students don't understand, however, that the majority of works found on the Internet--works such as web-based images, graphics, articles, videos, sound files, games, and logos--are also copyright-protected. As a UA student, you have certain legal rights under Fair Use to use copyright-protected works for classroom purposes without obtaining prior permission. The legal rights of Fair Use are fairly narrow, however, and do not grant students permission to use copyrighted works in many circumstances. The following list is designed to help you determine when and where Fair Use might apply to your situation.

1. Fair Use is designed to apply to non-profit educational contexts (in addition to other areas such as news reporting, criticism, commentary, etc.). That means that if your intention is to use a work for something other than a specific course-related assignment or activity (say, for a club activity or for your own entertainment), then such use may not be protected by Fair Use.
2. It is always okay for you to use discrete ideas and quotations from copyright-protected works in a classroom-related assignment or activity without prior permission from the author, as long as you attribute those ideas and quotations properly. For example, if you want to quote an excerpt from a Newsweek article in a research paper of yours, you may do so without asking permission from the author as long as you cite your source within the paper.
3. Other uses of copyright-protected materials for classroom-related activities may be a bit more tricky. Follow these [Fair Use Guidelines](#) to determine whether or not it is okay for you to use larger pieces of in a work (i.e., a whole article) or certain types of works (e.g., images and audio files) in a classroom-related assignment or activity without obtaining prior permission.
4. If it appears as though your use of a particular work is not covered under Fair Use, check to see whether or not that work may be used under the TEACH Act. The TEACH Act is an additional piece of legislation that permits students to use copyright-protected works for educational purposes without obtaining prior approval.
5. Don't be afraid to ask permission. If neither Fair Use nor TEACH affords you the legal right to use a particular work, then write to the author of the work and try to obtain permission on your own (emailing the author is a speedier tactic). Most authors of content are more than happy to share their works with others, as long as those works aren't used for commercial purposes.
6. If you do obtain permission from an author to use a particular work, make sure you get it in writing (an email is fine), and keep a copy of it.
7. Ultimately, it is your responsibility to abide by current copyright law and to refrain from using works and materials in ways that are not legally permissible. If you're unsure about whether or not something is legal, ask. A good person to approach about copyright issues is your university's reference librarian.