

# COPYRIGHT DOES MATTER

## STUDENT GUIDELINES FOR POSTING, SCANNING OR COPYING

The copyright law of Canada governs the copying and communicating of copyright-protected material. Certain copies and communications may infringe copyright law. These fair dealing guidelines are provided for your information. You are solely responsible for knowing your rights and responsibilities under the *Copyright Act*. Seneca College is not responsible for infringing copies made by the users.

---

The fair dealing provision in the *Copyright Act* permits the copying and communication of short excerpts from a copyright-protected work, without permission or the payment of copyright royalties.

1. A student may copy and communicate, in paper or electronic form, a single copy of a short excerpt from a copyright-protected work for the purpose of research, private study, criticism, review, news reporting, education, satire or parody.
2. Copying for the purpose of news reporting, criticism or review must mention the source and, if given in the source, the name of the author or creator of the work.
3. A single copy of a short excerpt from a copyright-protected work may be posted to a learning or course management system that is password protected or otherwise restricted to students of a particular course.
4. A short excerpt means any one of a to g:
  - a. up to 10% of a copyright-protected work (including a literary work, musical score, sound recording, and an audiovisual work)
  - b. one chapter from a book
  - c. a single article from a periodical
  - d. an entire artistic work (including a painting, print, photograph, diagram, drawing, map, chart, and plan) from a copyright-protected work containing other artistic works
  - e. an entire newspaper article or page
  - f. an entire single poem or musical score from a copyright-protected work containing other poems or musical scores
  - g. an entire entry from an encyclopedia, annotated bibliography, dictionary or similar reference work
5. Copying or communicating multiple short excerpts from the same copyright-protected work, with the intention of copying or communicating substantially the entire work, is prohibited.