

# Australian Copyright Council

## Table of contents for book title

Following is the table of contents for one of our book titles. To order a book:

- go to [www.copyright.org.au](http://www.copyright.org.au) and click “Order Form” to download an order form
- email, fax or post us your contact details, payment details and the book title or number:
  - [sales@copyright.org.au](mailto:sales@copyright.org.au)
  - fax to +61 2 9698 3536
  - post to PO Box 1986 Strawberry Hills 2012 Australia
- contact Customer Service on [sales@copyright.org.au](mailto:sales@copyright.org.au) or tel +61 2 9699 3247

**Australian Copyright Council**  
245 Chalmers Street Redfern, NSW 2016 Australia ACN 001 228 780  
Telephone: 61 2 9318 1788 Fax: 61 2 9698 3536 Email: [info@copyright.org.au](mailto:info@copyright.org.au)  
[www.copyright.org.au](http://www.copyright.org.au)

B116v01

March 2003

ISBN 1 875833 91 9

Written by *Ian McDonald* and *Virginia Morrison*

Cover design by Heidi Reiderer of Organised Design, with assistance from Leanne Barnett.

© Australian Copyright Council 2003

For enquiries about reproduction or other uses of this publication, please contact the Australian Copyright Council.

All legislative material herein reproduced is reproduced by permission but does not purport to be the official or authorised version. It is subject to Commonwealth of Australia copyright. The *Copyright Act 1968* permits certain reproduction and publication of Commonwealth legislation. In particular, s. 182A of the Act enables a complete copy to be made by or on behalf of a particular person. For reproduction or publication beyond that permitted by the Act, permission should be sought in writing from Info Products. Requests in the first instance should be addressed to the Manager, Legislative Services, Info Products, Department of Finance and Administration, GPO Box 1920, Canberra City ACT 2601, or emailed to [Cwealthcopyright@dofa.gov.au](mailto:Cwealthcopyright@dofa.gov.au).

## **Australian Copyright Council: role and objectives**

The Australian Copyright Council is a non-profit organisation, founded in 1968.

Copyright is the legal basis on which most creators earn their income. It provides reward and stimulus for creative activity, and encourages respect for the economic and cultural value of creative work. Without copyright, writers, composers and many other creators could not work professionally.

The Copyright Council's objectives are to:

- assist creators and other copyright owners to exercise their rights effectively;
- raise awareness in the community about the importance of copyright;
- identify and research areas of copyright law which are inadequate or unfair;
- seek changes to law and practice to enhance the effectiveness and fairness of copyright; and
- foster co-operation amongst bodies representing creators and owners of copyright.



The Australian Copyright Council has been assisted by the Commonwealth Government through the Australia Council, its arts funding and advisory body.

### **Australian Copyright Council**

PO Box 1986 Strawberry Hills NSW 2012 Australia ACN 001 228 780

Tel: 61 2 9318 1788 (copyright enquiries); 61 2 9699 3247 (administration and sales)

Fax: 61 2 9698 3536; Email: [info@copyright.org.au](mailto:info@copyright.org.au)

[www.copyright.org.au](http://www.copyright.org.au)

**B116v01 Educational Institutions: Copyright Compliance Resources****Table of contents**

INTRODUCTION.....	1
UNIT 1: TEN BASIC COPYRIGHT FAQs.....	2
RESOURCES .....	6
UNIT 2: COPYING AND SCANNING TEXT, IMAGES AND NOTATED MUSIC.....	10
RESOURCES .....	15
UNIT 3: USING AUDIOVISUAL RESOURCES.....	32
RESOURCES .....	36
UNIT 4: USING THE INTERNET.....	42
RESOURCES .....	45
UNIT 5: COPYRIGHT COMPLIANCE .....	47
APPENDIX 1: NOTICES.....	50
APPENDIX 2: DURATION OF COPYRIGHT.....	54
COPYRIGHT COUNCIL PUBLICATIONS AND TRAINING.....	55