

Copyright Policy

**Last Modified |
Review Date |
Approval Authority | Mana Whakaae
Contact Officer |**

January 2023
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Deputy Vice-Chancellor Research
University Librarian

Introduction | Kupu Whakataki

This Policy relates to compliance with copyright legislation and with the University's negotiated copyright licences. This document also identifies responsibilities in relation to the use of Māori tauranga Māori and/or Taonga Species.

Policy Statement | Kaupapa Here

1. Use of copyright works

All staff and students intending to copy or use copyright works must comply with:

- a. the [Copyright Act 1994](#) ('the Act'); and
- b. any copyright licences between the University and a third party.

2. Infringement

Copyright is infringed when Staff or Students use a work, without permission, in a way that is reserved to the copyright owner.

3. Copyright licences

The University has negotiated a range of licences which support the use of copyright works and grant the University the right to copy certain material beyond allowances under the Act. See <https://canterbury.libguides.com/copyright-at-uc/general>. If a copyright licence does not explicitly permit an activity or use, the provisions of the Act apply.

Staff must be familiar with the University's copyright licences. When copying printed items or ebooks, ejournals and other electronic information resources licenced by the University, Staff must ensure that links to the licensor's site are included unless

copying entitlements have been checked and clearance given by Library Staff for the work to be uploaded onto the learning management system (LEARN | Ako).

4. Educational use

The Act contains provisions for the use of copyright works for educational purposes. Staff intending to copy or use copyright works for the University's educational purposes must be familiar with such provisions.

5.

Staff and students who wish to use M tauranga M ori and/or Taonga Species should refer to the [Intellectual Property Policy](#) for guidance or contact the University Librarian.

6. Notification of Infringement

The Copyright Officer must be notified immediately of any copyright infringement or breach of this Policy. Email: copyright@canterbury.ac.nz

7. Removal of content by University

The University, acting reasonably, reserves the right to remove infringing content from University systems and publications. Takedown requests may be made here: <https://canterbury.libguides.com/copyright-at-uc/home>

8. Intellectual Property Policy

The University Intellectual Property Policy provides that Students have ownership of copyright in their theses or other assessable work to the extent that they are the author of the work (see [Intellectual Property Policy \(PDF, 502KB\)](#)).

Tautuhinga | Definitions

The Act - the Copyright Act 1994

Copy or Copying - reproducing or recording a work in any material form (including any digital format). This includes including scanning, photocopying, retyping, transferring, duplicating from any format to any other format, and sharing across systems, e.g. LEARN | Ako, EdX, Echo360.

Copyright - a form of intellectual property right which gives the creator of an original work the right to control how that work will be used.

Copyright licence - written contract under which the owner of copyright allows a licensee to use, make, or sell copies of the original. Copyright licences held by the University as licensee govern the copying of print and digital journals, books, and information resources including newspapers, broadcasts, music and films.

Copyright Officer - is the University Librarian who supports the University through maintaining and enhancing copyright and intellectual property framework.

Copyright work - those original works referred to in [section 14\(1\) of the Act](#).

	legislation comes into effect.		
5.0	Scheduled review by Contact Officer, changes to content	DVCR	Jan 2023

This policy remains in force until it is updated.