

# Copyright Guidelines for Video Presentations

## Mesa College LRC Audio Visual Services

### “Fair Use” of Videos for In-Classroom Use

The following guidelines must be met in order to “publicly perform” (show) a video in class:

- Must be shown by the instructor, a guest lecturer, or a student;
- Must be done in the context of face-to-face teaching;
- Must involve the entire audience;
- Must take place at a nonprofit educational institution;
- Must be presented in the classroom (or similar place where instruction is conducted);
- Must be a lawfully made video (either commercially purchased or lawfully recorded – see below);
- Students who miss the viewing of the video in class may view it *privately* in the library.

### Use of Videos by Individuals

- Individuals or small groups (no more than 3) may *privately* view a video in the library. Private rooms are provided expressly for this purpose in the AV Department.

### Recording of Copyrighted Materials

Faculty may request that we do an off-air recording of a video program for use in their classroom teaching. The following guidelines apply:

- The program must be accessed through “broadcast” programming (this *excludes* pay per view channels and commercial satellite sources);
- The program must be erased 45 days after the recording date;
- The program must be used in the classroom within 10 days of the recording date;
- The program may be shown once to each of the instructor’s classes, and may be shown one more time if it is needed for clarification or reinforcement;
- The program may be used for the remaining 35 days for review and clarification by the instructor.
- When showing the video, the instructor must comply with the fair use restrictions listed above.

It is a violation of copyright to make duplicates of commercially produced and purchased videos. It is a violation of copyright to duplicate recordings that a teacher has made from broadcast programming.

### Resources Used in Preparing this Document

“Video and Copyright.” American Library Association Fact Sheet 7. May 2002. American Library Association. 17 Sept. 2002. <<http://www.ala.org/library/fact7.html>>

Bender, Ivan. A Viewer’s Guide to Copyright Law: What Every School, College and Public Library Should Know. A.I.M.E. 1987.

Reed, Mary Hutchings and Debra Stanek. “Library and Classroom Use of Copyrighted Videotapes and Computer Software.” American Libraries February, 1986 (reprint).

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