

Abiding by the Copyright Act – some basic guidelines

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Copyright is a type of legal protection that protects the form or way an idea or information is expressed. A creator's work is automatically protected by the copyright legislation – it does not need to include any copyright notices to be protected.

Copyright rights are infringed if more than a certain amount of a work is copied – “copying” includes photocopying, scanning, copying videos or CDs, or downloading from the internet.

The Copyright Act makes provision for a small proportion of a work to be copied for a limited number of purposes – one of which is the copying for the purpose of private research or study. Therefore, do your own copying, scanning or printing and only your own! Follow these general guidelines to limit the amounts to the following:

Hard copy or print materials	
Printed Books	10% of the total number of pages in the edition OR one chapter whichever is greater.
Journal articles	One article from an issue – more if they are on the same topic. Interpret “same topic” in a very narrow sense.
Electronic works	
Electronic material in Set Readings	As the College has a CAL agreement which allows it to scan and communicate electronically, students may print the entire document for their own research or study. You may not then print anymore of the book or another article on another topic from that journal issue.
E-books	10% of the total number of words in the work OR one chapter if the work is divided into chapters.
Journal articles	One article from an issue – more if they are on the same topic. Interpret “same topic” in a very narrow sense.
Web sites	10% of the number of words in the electronic document.

The information contained above is intended as a guide and does not constitute legal advice. The Australian Copyright Council has further information on its website – visit <http://www.copyright.org.au/> The Moore College Library has a standing order to the Council's publications.