

## **TEACH Act Guidelines for Students**

The TEACH Act is a relatively new part of copyright law that allows students and instructors to use copyright-protected materials for instructional purposes without obtaining prior permission from the work's author. The TEACH Act does not allow students to use copyrighted works in many instances, however. In addition, the legislation outlines strict guidelines for students in terms of how they should handle copyright-protected materials posted to a course website by an instructor. The following list outlines some of those rules and guidelines.

1. Instructors may post copyright-protected articles, images, photographs, and other digital content online for you to access as part of a given instructional activity. The TEACH Act states that while such content may be uploaded by the instructor, students may not legally download, print, copy, or further disseminate any of that material, even if that content is being used for instructional purposes. In other words, a good rule of thumb is that you should view online content online. If you are not sure whether or not something online is available for you to print or download, ask your instructor.
2. In most cases, copyright-protected materials posted to an online course or website under the TEACH Act are only posted legally if access to those material

7. Don't be afraid to ask permission. If neither Fair Use nor TEACH affords you the legal right to use a particular work, then write to the author of the work and try to obtain permission on your own. Most authors of content are more than happy to share their works with others, as long as those works aren't used for commercial purposes.
8. If you do obtain permission from an author to use a particular work, make sure you get it in writing (an email is fine), and keep a copy of the written permission.
9. Ultimately, it is your responsibility to abide by current copyright law and to refrain from using works and materials in ways that are not legally permissible. If you are unsure whether or not something is legal, ask. A good person to approach about copyright issues is your university's reference librarian.