Seattle University Suggested Analysis for Faculty Use of Copyrighted Content

IF YES

- Is the content in the “public domain” (no copyright)?
- Does the faculty member have written permission from the copyright owner to use the content?

IF NO OR UNKNOWN

- Does the University or the faculty member own the copyright or a license for the use of the content?
- Determine if use of the copyrighted material is a “fair use”?

Seek advice on copyright status from Copyright Office
Seek advice from the Office of University Counsel
Secure written permission from copyright owner
Find an alternative, legal source of the content

Safe to use/copy the content

While copyright investigation, clearance, and support services are available, final judgment rests with each individual.

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