

# Copyrighted material in teaching

It is vital that any third-party content you use in your teaching materials is cleared for copyright. This includes readings that you might set your students, images in your slides, or videos you share with them.

For course materials published on Drupal, the Course Organiser must ensure that all material posted on their course pages is copyright compliant.

Take a few minutes to read through this fantastic (and brief) summary from the University's Open Educational Resources team about [Copyright in Teaching](#) and the three sub-pages detailing more about using [book journals and texts](#), [videos, broadcasts and sounds](#), and [images](#). (If you need some background, check out [What Is Copyright?](#)) The University's Open Educational Resources team run workshops on these topics, which you may be interested in attending; you can find more information about them [here](#).

## Readings

You should use the Library's Resource List service for any essential / suggested readings. If you do not currently use this service, please familiarise yourself with it at your earliest convenience. It offers a lot of flexibility in terms of structure and layout to suit your course design. More information can be found on [our blog post about Resource Lists](#).

## Broadcast recordings and images

Some materials (often images or videos) are published under Creative Commons licenses, public domain, or other copyright cleared conditions and these may be available for you to use.

However, ensure you that you check all the policies for the relevant license before you use them. If you are new to looking for images or other media you can use, [Creative Commons](#) is a great place to start. They provide great explanations, instructions on how to [attribute](#) what you use, and [a search engine](#), which searches across a whole range of other platforms.

Below are a couple places you might be able to source materials to use in your teaching:

- Are there any TV or radio programmes you want to share with your students? Check out [Box of Broadcasts](#), which provides recordings you can share with your students (and unlike, say, BBC iPlayer videos, these won't get deleted after a set time period!). This is service that the UoE subscribes to and which all students and staff can access.
- The University's [Image Databases](#) list is a great place to find other useful resources, some of which you will have access to only through your UoE account and others, such as Pixabay, Unsplash, and Creative Commons, anyone in the world can access.

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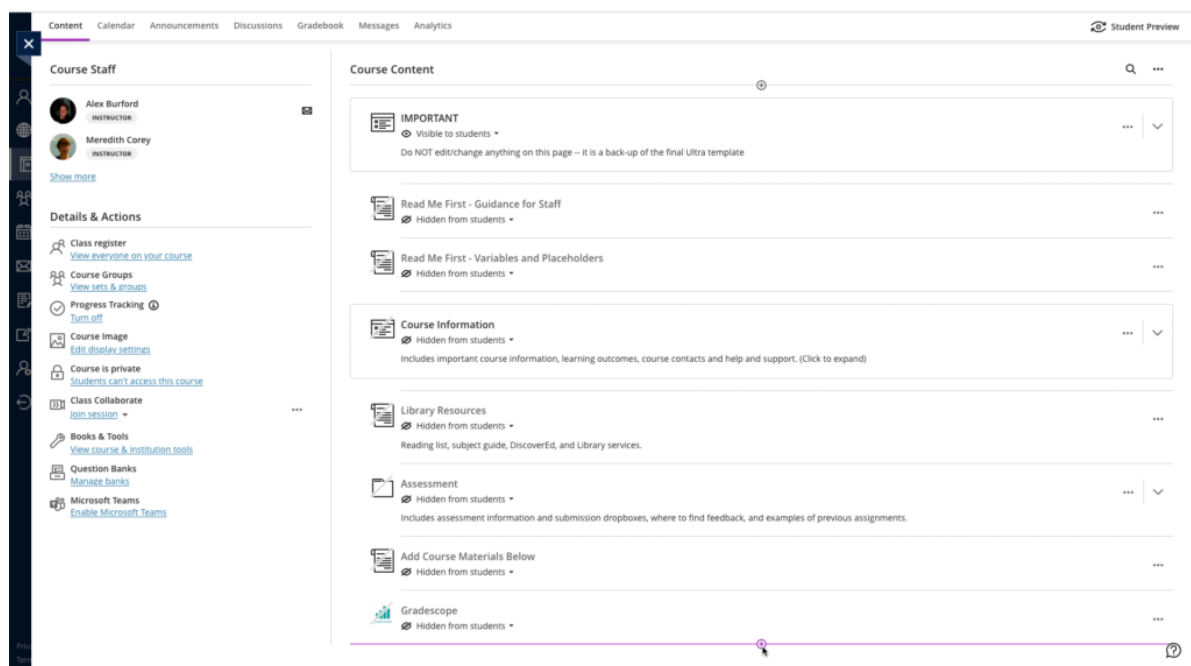
## Adding an LTI link to Learn Ultra

Many of the learning technologies we use for teaching in the School of Informatics are integrated into Learn via LTI links, which ensure that user information (e.g. name, email address, and student number) are fed from Learn through to the other tool. Examples of these are Gradescope, Piazza, Zoom, Media Hopper Create and Replay, and CodeGrade. This also means that

information can be fed back from these tools to Learn, e.g. marks in Gradescope added to Learn's Gradebook. Many of these tools, including Library Resources, Media Hopper Replay (aka Lecture Recordings), and Piazza are included on all Informatics courses automatically through our School Learn template.

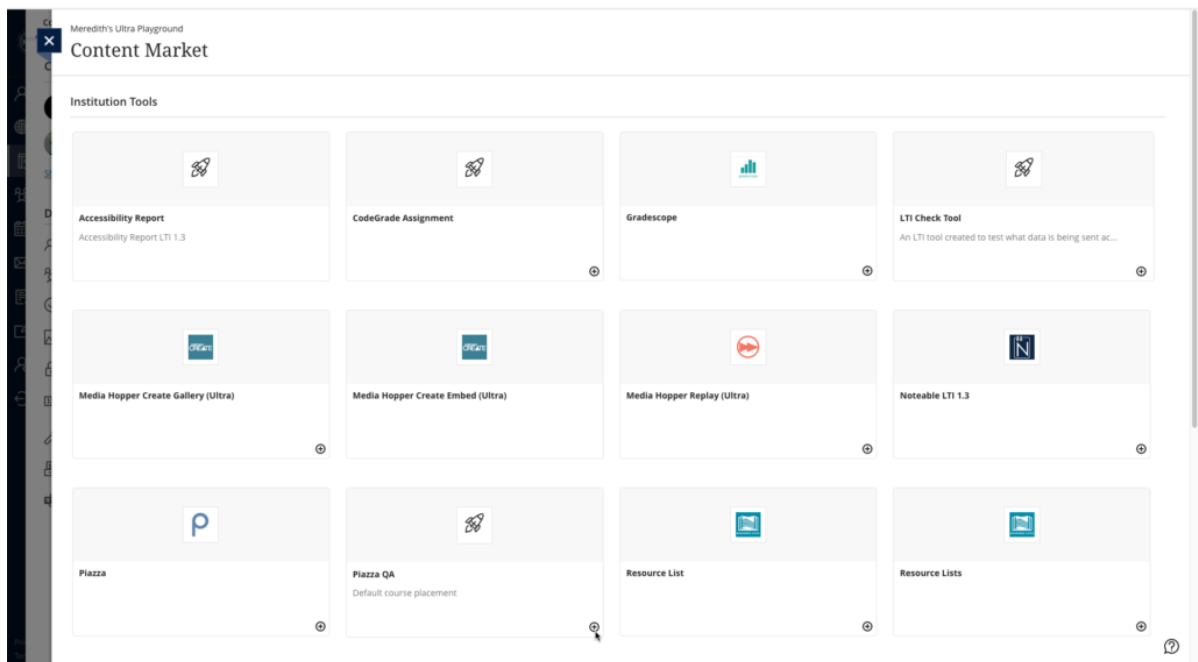
The process for adding these tools to a Learn page for students to access has changed in Ultra. Please follow the instructions below on how to add a link to these tools on a course Learn page for students and other staff enrolled on the Learn course to access. (Click on any of the screenshots below to open them full size.)

1. Navigate to the place in Learn that you want to add the link (this might be within a folder, e.g. for an assessment submission) and click on the plus (+) sign where you would like to add it on the Course Content page. You can see that the Gradescope link has already been added below using these steps and, for this demo, we will be adding a link to Piazza below it.

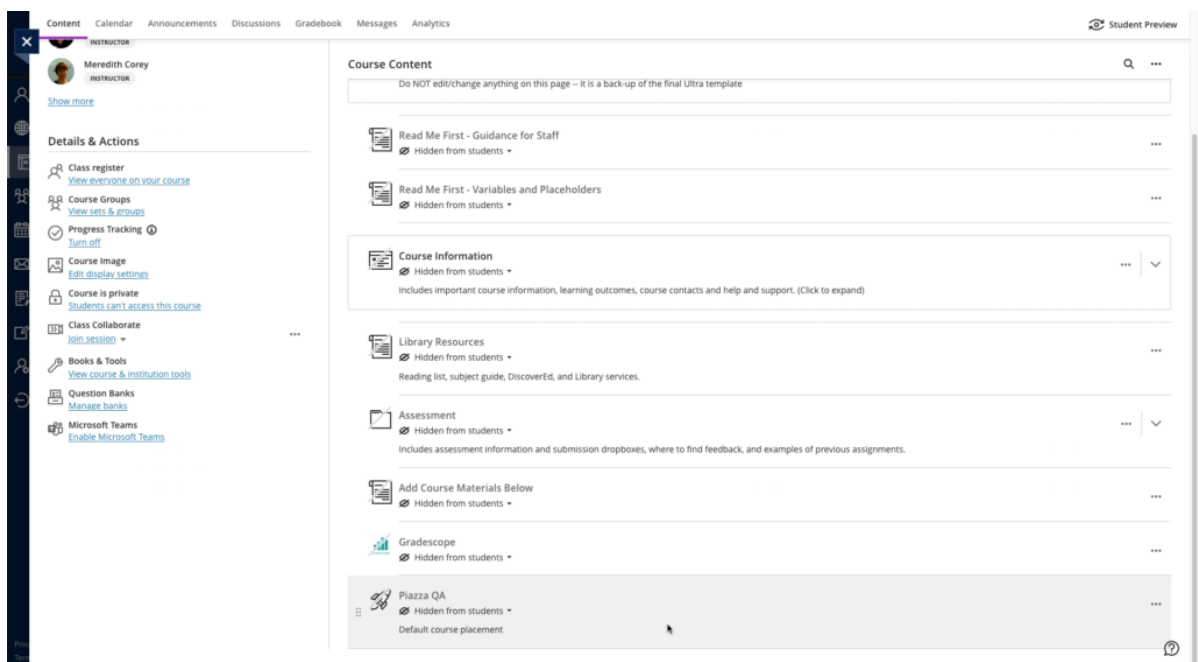


2. From the pop-up list of options that opens, select "Content Market".
3. When the Content Market screen opens, navigate to find the tool you need. Do not click on the name of the tool,

rather select the little plus (+) sign icon in the bottom right-hand corner for that tool, as shown below for Piazza QA.



4. You will then be taken back to the main course Learn page, where you can see that the Piazza QA tool has been added, as you can see below. You can use the three dot icon (...) to open the menu for the item and edit its name and/or description. Once you are ready for students to access it, make it visible to them.



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# Resource List Semester 2 Deadline

## Updates to existing lists

Please review and update your existing lists for Semester 2 and send them to the Library for review by **Monday 24 October** using the 'Request Library review' button at the top of the list.

## New Resource Lists

If you would like the Library to set up a new Resource List for your course, please provide the information requested on the [online form](#) and submit it by **Monday 24 October**.

## Prioritise list citations

Remember to prioritise items on your lists using 'Essential', 'Recommended' and 'Further reading'. The priority tags and student numbers inform the action the Library will take. You may also identify one 'key text' per course for which the Library will take additional steps to provide e-book access. [Guides and short videos](#) are available to help you update existing list and set up new ones.

## List visibility

I would like to remind you that Resource Lists can be accessed without a University login via <http://resourcelists.ed.ac.uk/> Subscription resources (e-books, e-journal articles etc), any

uploaded PDFs and scans provided by the Library can only be accessed by staff and students. If you would like to restrict access to your list to staff and students only, please use the 'Library Discussion' on the list to add a note before you send your list for review or contact [Library.Learning@ed.ac.uk](mailto:Library.Learning@ed.ac.uk) If you plan on using the online form to submit a new list, there's an check box you can use to let us know your visibility preference.

## Help and support

Please contact [Library.learning@ed.ac.uk](mailto:Library.learning@ed.ac.uk) if you have any questions or would like to arrange a Resource Lists training session.

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# Resource Lists: Rollover w/b 6th June

The annual Resource Lists rollover is scheduled for w/b 6th June 2022. Below is some information about the rollover process.

### **Rollover**

On 6th June we will start our annual Resource Lists rollover when we will copy lists used in 2021/22 and create a new version for use next academic year (2022/23). Lists from 2020/21 will also be rolled over if the corresponding course is delivered in 2022/23 but didn't run this year.

### **Action required**

No action is required from you until the rollover is complete. However, if you would like to start working on a Resource List

for 2022/23 before 6th June, please contact [Library.Learning@ed.ac.uk](mailto:Library.Learning@ed.ac.uk) and they'll set you up with a new version of your list to edit before the rollover is complete.

### **Change freeze**

Please do not edit your 2020/21 list after 5pm on 3rd June as any changes made after this time may not be rolled over.

### **What will happen after rollover?**

Your new 2022/23 Resource List will be available to review and edit via <http://resourcelists.ed.ac.uk> and from the new course instance in Learn.

During week beginning 6th June, the current 2021/22 version of your Resource List will become read only. Students and staff will still be able to access previous years' lists either via the corresponding year's course in Learn or by searching on the Resource Lists homepage: <http://resourcelists.ed.ac.uk>.

### **Next steps**

An email will be sent w/b 6th June to let you know rollover has completed as expected and provide more information on updating and setting up new lists for academic year 2022/23.

In the meantime, you'll find more information on using Resource Lists to request materials for teaching in 2022/23 on the [Resource Lists webpage](#).

The Resource List deadlines are:

- Semester 1: Monday 4 July 2022
- Semester 2: Monday 24 October 2022
- Term 3: Monday 16 Jan 2023

If you have any questions or would like to arrange a training session or 1-2-1 via Teams, please get in touch with [Library.Learning@ed.ac.uk](mailto:Library.Learning@ed.ac.uk).

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# Resource list for staff moving their classes online

The following resource list has been put together by [Judy Robertson](#), with help from [Kobi Gal](#) and [Michael Gallagher](#). It will continue to be updated and we hope it will be of use to colleagues developing their Semester 1 2020 classes for online delivery.

[https://eu01.alma.exlibrisgroup.com/leganto/public/44UOE\\_INST/lists/25925176760002466?auth=SAML](https://eu01.alma.exlibrisgroup.com/leganto/public/44UOE_INST/lists/25925176760002466?auth=SAML)