## Teacher and Student Fair Use Copyright Chart

<table>
<thead>
<tr>
<th>WORK</th>
<th>FAIR USE</th>
<th>VIOLATION</th>
</tr>
</thead>
</table>
| Poem                          | • Single copy for teacher use.  
   • One copy per student, provided material is brief, spontaneously copied, and meets the four fair use considerations.  
   • Students and teachers may incorporate text into multimedia projects.  
   • Multiple copies allowed of a complete poem, up to 250 words — no more than two printed pages.  
   • Multiple copies of up to 250 words from longer poems.  
   • Copyright and attribution provided. | • Copies used multiple times without permission, not to exceed nine occurrences per class term.  
   • Copies made with the intent to avoid purchase of the selected work. |
| Chapter of a book             | • Single copy for teacher use.  
   • One copy per student, provided material is brief, spontaneously copied, and meets the four fair use considerations.  
   • Students and teachers may incorporate text into multimedia projects.  
   • Copyright and attribution provided. | • Copies used multiple times without permission, not to exceed nine occurrences per class term.  
   • Copies made with the intent to avoid purchase of the selected work.  
   • Workbooks and consumables may not be copied. |
| Prose, short story, web, newspaper, or magazine article | • Single copy for teacher use.  
   • One copy per student, provided material is brief, spontaneously copied, and meets the four fair use considerations.  
   • Copies of complete work of less than 2,500 words and excerpts up to 1,000 words or 10% of work, whichever is less.  
   • For works of 2,500-4,999 words, 500 words may be copied.  
   • Students and teachers may incorporate text into multimedia projects.  
   • Copyright and attribution provided. | • Copies used multiple times without permission.  
   • Copies made with the intent to avoid purchase of the selected work. |

*Continued on the next page*
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| Artwork or graphic          | • Five images or fewer of an artist/photographer in one program or printing and not more than 10% or 15% of images from published collective work, whichever is less.  
• Copyright and attribution provided.                                                                                                          | • Alteration of image into another form, for other than temporary purposes.                                                                                                                                  |
| Video                       | • The material must be legitimately acquired or purchased by the school.  
• Must be for instructional classroom use, not entertainment.  
• Clips used in a multimedia presentation may be 10% or 3 minutes, whichever is less.  
• Copyright and attribution provided.                                                                                                          | • Multiple copies prohibited.  
• Alteration of video into another form, for other than temporary purposes.  
• The video must be legitimate copy, not rented or bootleg.                                                                                      |
| Music                       | • Clips used in a multimedia presentation may be 10% of a composition.  
• Copyright and attribution provided.                                                                                                           | • Alteration of composition into another form, for other than temporary purposes.  
• Multiple copies prohibited.                                                                                                                   |
| Broadcast television shows (not cable) | • Single copy of broadcast may be made, but shown to multiple teachers.  
• Copy should be shown during the first 10 days from air date, up to 45 days after recording date.  
• Copyright notice required.  
• PBS offers extended recording rights of up to one year on most programs.                                                                         | • May not be altered.  
• May not be recorded at the request of an administrator or district.  
• Multiple copies prohibited.                                                                                                                   |