Using TV Recordings as a Teaching Resource

Video and off-air recordings can contribute to the creation of lively and interesting learning experiences for students and we want to help you to use these. In Higher Education, the use of such material is controlled by a licence from the Educational Recording Agency and so any use must be within the limits of the licence.

**NOTE:** Under the terms of the ERA licence, recordings can only be used within the UK.

University staff can record broadcasts at home for educational purposes from ERA members which are:
- BBC television and radio
- ITV network services (including ITV2 and ITV3)
- Channel 4
- E4
- More4
- Film4
- Five television
- S4C

Recordings can also be made from Freeview/Freesat Channels.

You can find and use recordings through:
- Box of Broadcasts (BoB): available [https://learningonscreen.ac.uk/ondemand/](https://learningonscreen.ac.uk/ondemand/) or through A-Z database list [http://libguides.napier.ac.uk/az.php](http://libguides.napier.ac.uk/az.php)
- LibrarySearch (for any other recordings not in BoB) [http://librarysearch.napier.ac.uk](http://librarysearch.napier.ac.uk)

To work within the Licence, and for educational, non-commercial purposes only, you:
- Can record broadcasts.
- Can play these recordings to students or allow students to view them.
- Can make copies.
- Make these recordings available within a password-protected environment such as Moodle.
- Can record whole broadcasts or extracts.
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- Can take clips from the recording as long as it is not adapted, amended or distorted, e.g. the original soundtrack separated from the picture and a new commentary substituted or the original concept of the work altered.
- Provide the recordings to University staff and students in the UK only.
- Must keep an inventory of recordings.
- Can embed recordings into PowerPoint presentations as long as the Licence conditions are met.
- Can access and download on-demand services, subject to terms & conditions for each individual broadcast.

Any broadcasts recorded or clips used must prominently display a label giving:
- The date of the recording.
- The name of the broadcaster.
- The programme title.
- The wording, **This recording is to be used only for educational and non-commercial purposes under the terms of the ERA Licence in the UK only.**

If you have any queries about the Licence or the Online Video service, please email library@napier.ac.uk.

If you use BOB National or the Online Video service and work within the Licence, you will be able to provide access for your students to valuable broadcast resources. However, there are some things you must be aware of. You:
- Cannot show recorded programmes to an audience which has paid.
- Cannot sell or hire tapes, videos or DVDs made under the ERA licence.
- Cannot copy commercial tapes, videos or DVDs.
- Cannot show recorded broadcast to an audience outside the UK.
- Must not adapt the broadcast, for example by separating soundtrack from images and substituting new.

Satellite broadcasts are not covered by a licencing scheme and they can be recorded free of charge provide they are recorded for non-commercial purposes. Any such recording must not be offered for sale or hire or communicated from within Edinburgh Napier University to any person situated outside the University premises.

Further copyright information, advice and guidance can be found in our LibGuides for Audiovisual copyright and Copyright issues for classes.