

## Checklist copyright for re-use of extracts in education

In:  
Digital/Printed  
reader

Or:  
Single use in  
Digital Learning  
Environment  
(Canvas)

Or:  
Presentations  
(PowerPoint)

You are allowed to use a maximum of 50 pages and at the most 25% of the content of the book or journal (issue).  
A picture or a graph counts for half a page.

For pictures, graphs, tables, schedules and similar applies: a maximum number of 25 from the same original edition  
(this includes PowerPoint).

Links are not included in the audit. Please link to sources whenever possible.

When are there no issues with copyright?

- In case, the extract is Open Access or has an open license. E.g. Creative Commons.
- If the UM has a direct license agreement with the publisher of the book or journal.
- If the extract complies with the allowed maximum (50 pages, 25%).

**Always mention the source of the extract**