## Template email to teaching staff

## Teachers, Copyright, and Fair Dealing Know your rights and know your limits!

Thinking of using a short excerpt from a copyright-protected work in your classroom? First, find out if you need permission from the copyright owner.

**The Fair Dealing Decision Tool** helps teachers decide, with just a few clicks, whether fair dealing permits classroom use of short excerpts from print materials, artistic works, or audiovisual materials without needing to obtain copyright permission.

<u>It takes 30 seconds</u> on <u>FairDealingDecisionTool.ca</u> to determine if the intended use is fair dealing.

Every teacher should bookmark the Fair Dealing Decision Tool: www.FairDealingDecisionTool.ca