

Guide to Reproduction

at Compulsory/Upper Secondary Schools, in Adult Education etc.¹

The right to make copies of copyright protected material is strictly limited by the Copyright Act. To assist teachers in the performance of their profession and pupils in their learning, a School Reproduction Agreement has been established by which teachers and pupils are entitled to a certain degree to make copies and share copyright protected material from Swedish and non-Swedish works, analogue and digital, that have been made public. The purpose of the reproduction must not be to replace publisher-produced teaching materials.

Teachers and pupils

As a teacher or pupil, you are allowed to make copies and share copyright protected material for educational purposes.

The teacher may instruct someone else to make the reproductions.

Copyright protected works

You are allowed to copy and share Swedish and non-Swedish images, texts and musical notations that have been made public, from for example books, teaching materials, the press, digital publications, websites etc.



Analogue and digital reproduction

You may make copies for example by:

- Photocopying
- Printing out
- Downloading
- Scanning
- Saving in digital form
- Transferring to the school's closed network

Sharing via a teaching group

You may share via a teaching group within the school for example by:

- Distributing photocopies and printouts
- Sharing via network to which only the school's staff, pupils and guardians have access
- Sharing via e-mail
- Projecting and displaying on screen



The 15/15 rule

- You are allowed to copy and share 15 %, but not more than 15 pages, from one and the same analogue original, for example a book, per pupil per calendar half-year.
- You are allowed to copy material corresponding to 15 A4 pages from one and the same digital publication per pupil per calendar half-year.

Name & source

Remember to quote the name of the author and/or photographer and state where the material was copied from. The information on author and source shall be shown in an appropriate way on or in conjunction with the copies.

Publisher-produced teaching materials

Reproduction from publisher-produced teaching materials is allowed only to supplement such publisher-produced educational materials that are normally used during teaching.

Exceptions

- Teachers and pupils may *not* make copies and make available works if a rights holder has filed a prohibition against reproducing and making available of the rights holder's work by either of the parties.
- Replacement or reduction of new acquisition of publisher-produced teaching materials by use of copies made from such teaching materials is *not* permitted.
- Publisher-printed single-use materials may *not* be reproduced, but you are allowed to copy a single question or practice task for an examination.
- Choral material that is sold separately may *not* be reproduced.
- Single parts that form part of instrumental ensemble and orchestral material and that are available for purchase or hire may *not* be reproduced.

Other school agreements

- If the school has entered into other agreement governing the reproduction and use of digitally stored works, the terms and conditions of the other agreement shall prevail.
- To be allowed to copy recorded music, films, radio and TV programmes ("audio works" and "audio-visual works") other agreements are required.
- Copying of computer programs is *not* covered by this agreement.

Musical performance

Copied musical notation, with or without lyrics, may not be used for public concerts.

If the concert is for the school's pupils and the pupils' relatives, reproduction is permitted (in accordance with other provisions of the agreement) for the pupil or pupils and teachers who are to take part in the performance.

The agreement does not confer the right to make copies for the audience.

Infringements

If you want to reproduce more or share in any other way than is allowed by the licence, permission is required from those who own the copyright to the material – reproduction without permission is an infringement of copyright that may result in a liability to pay damages.

¹The following types of school and educational activity are covered by the School Reproduction Agreement.

In municipalities:

- Municipal pre-schools
- Municipal pre-school classes
- Municipal compulsory and upper secondary schools
- Municipal adult education and post-secondary education
- Municipal Education in Swedish for Immigrants (SFI)
- Municipal higher vocational education
- Municipal special schools for pupils with learning disabilities

In county council and regions:

- County council and regional upper secondary schools
- County council and regional folk high schools and adult education
- County council and regional higher vocational education

In the independent school sector, similar education and types of schools are covered at the independent schools that have an agreement with Bonus Copyright Access.

The full text of the terms and conditions of the agreement and general information on copyright etc. are available under the tab Education at: website: <http://en.bonuscopyright.se> Phone: (Int.+)46-8-545 429 00 Email: info@bonuscopyright.se



The Swedish Association of Local Authorities and Regions (SALAR) s
Website: <https://skl.se/english>



The Swedish Association of Independent Schools
Website: www.friskola.se/in-english

