



Image copyright Do's and Don'ts Best Practice

- **Where to source great images** – these can be sourced in multiple places online...
 - ✓ Google
 - ✓ Pinterest
 - ✓ Clipart images

But, you must be aware of any copyright restrictions on any images you use, particularly from commercial sites like Adobe, Alamy, Stockphotos, Shutterstock, iStock and similar websites. Copyright gives authors of works rights to control the use or commercial exploitation of the works that they have created.

Some of these websites named above allow you to purchase single or multiple images. If you click on an image, it should give copyright information and this must be adhered to.

There are royalty-free sites that can be used but be careful because not all the images on some sites are free.

- **Copyright and credit permission check list** –
 - ✓ Always check images and photos for copyright information before using.
 - ✓ If using a photo of someone's else's arrangement, always get their permission first and don't forget to credit them for the photo.
 - ✓ If you want to take photos of a Demonstrators arrangements, please check with them at the event and abide by whether photos can be used on social media too.
 - ✓ Look out for copyright symbol on websites
- **Avoiding pitfalls**
 - ✓ There are many sites online that give information about how to avoid copyright infringement but if you're in any doubt about an image – please don't use it!
 - ✓ Further copyright and royalty information will be added to this page as it becomes available.