

USE OF IMAGES FROM FILMS AND TELEVISION INCLUDING STILLS, FILM CLIPS, POSTERS ETC TO ILLUSTRATE ARTICLES

1) Using images from a film to illustrate a journal article

Like other creative works, film and television stills, studio photographs, posters and other film-related images are protected by copyright and it is important that authors seek permission wherever that is necessary.

Oxford Journals aims to help authors in obtaining the right to use illustrative material from films and television. We acknowledge that it can be an involved process in obtaining permissions, especially from large film companies.

NOTE: In the first instance, do check to see whether permission is necessary before initiating negotiations with the rights holder. See point 2 below.

If you are planning to submit such material, do alert the journal's editorial office who can help you with the permissions process.

2) Do I need permission?

Under certain circumstances, in particular where the purpose of reproducing the image is in order to criticise or review the work in question, it is not necessary to seek permission for the use of film and television stills within your journal article although you should acknowledge the owner.

However, where the use is purely illustrative you will need permission. Some companies may charge very high fees, which would be more appropriate to a commercial publication rather than an academic journal, and in certain cases there may also be additional fees (you might not be told how much) payable to the actors featured in the images. The editorial office can assist you in the discussions.

It is important to establish what sort of image you wish to use:

- a) printed matter such as a poster ; or
- b) a posed studio photograph ; or a photograph which is not part of the running of the film, although it may have been taken in the same studio or location, at or around the same time as filming ; or
- c) a still taken from the film itself ; or
- d) a clip taken from the film or video, which you wish to feature on the journal web site

2a) & b) Photographs, Posters etc For the reproduction of studio photographs, posters, other printed matter, and other single complete images, authors should attempt to obtain permission, following the same guidelines as for any other complete image. You should establish whether the photograph is still protected by copyright, as for any other visual image, and apply for permission from the owner of the copyright if necessary.

2c) Film and Television Stills Our view is that it is not necessary to obtain permission to reproduce film stills, as long as they fulfill *both* the following criteria:

- film stills should be used in the article directly for criticism and/or for review: it is not enough to use such images purely for illustration
- authors should not use an excessive number of images: really no more than is necessary to demonstrate the point you are making in the article

If in doubt you should contact the editorial office who may suggest you contact Oxford Journals for our most up to date advice.

2d) Film and Television Clips and Videos In the same way as for stills, film clips and extracts of video should be used specifically within the context of the article for criticism and/or review. Each clip should be no longer than is necessary to illustrate the point made in the text, and certainly they should not be so extensive that they effectively become a shortcut for buying a copy of the complete film.

File formats: we can accept delivery of film clips and videos in most commonly used file formats, including .avi, .mpg and .mov formats. If you are unsure about the format you wish to use, please send details to the journal's editorial office, so they can check with Production on your behalf.

3) Material not used for criticism or review in the article If you wish to incorporate additional, supporting material as a way of enhancing the article online, we can do so using this material as Supplementary Data. However, you will need to seek permission because this constitutes promotional use, rather than use for criticism and review as described above. Again, you should discuss options with the editorial office.

4) Credits You should provide full credits for the source of every image or clip, whether or not you have sought permission.

If in doubt please contact the journal office (contact details are available from the journal homepage).