

Sourcing and Preparing Images to use in a Digital Story

Creating a digital story can be a powerful and creative way of constructing your response to a creative project. However, there are also some considerations that you need to be aware of that are not an issue when using a personal sketchbook. These are:-

1. Image copyright
2. Finding copyright cleared images
3. Understanding image file type and file size.

The aim of this simple guide is to give you some basic information that will help you get started on using images to create your digital story.

1. Image Copyright

Why do we have to worry about copyright? Basically, because you will be putting your digital story onto the VLE. If you put an image onto a web page, *even if it is password restricted*, by law you need the permission of the copyright owner. Copyright applies to images such as photographs - charts - diagrams - maps - graphs - cartoons - decorative graphics - illustrations - building plans - sculptures - drawings - paintings - logos - engravings - sketches - blueprints - moving images (films and TV broadcasts). Note that copyright also applies to music if you plan to use it in your digital story.

You can find more comprehensive information about copyright via the [Library](#).

2. Finding copyright cleared images

The easiest way is to use your own images – digital photographs or scans of artwork. If you are interested in some tips on taking better photographs, Simon Davis's videos are a useful resource (listed at the [bottom of this document](#)).

You can still use the web to find images. Here are some sources of copyright cleared images:-

- Collections licensed to the University e.g. [Biomed Image Archive](#), [Education Image Gallery](#)
- Photo sharing site [Flickr](#) (see below)
- [Stock.XCHNG](#) Free photo stock website.
- The Visual Arts Data Service (VADS) <http://www.vads.ac.uk/>

I have included some information from JISC at the [bottom of this document](#) that suggests more sources of images.

Finding Creative Commons Licensed images on Flickr

(information from [VLE](#))

To find images on flickr that you know you can use go to the Flickr [Advanced Search](#) page and enter your search terms, selecting your search options accordingly. The most important thing to remember is to scroll down before you submit the search form and specify your Creative Commons search options:



Tip: Find photos with a Creative Commons license.
[Learn more...](#)

Only search within **Creative Commons**-licensed photos

Find content to use commercially

Find content to modify, adapt, or build upon

Choose at least 'Only search within Creative Commons-licensed photos' and 'Find content to modify, adapt, or build upon'. Any search results from this form will now only contain Creative Commons licensed images.

For further information on finding copyright cleared images on the internet you can use the [JISC online tutorial](#)

Can I use old images?

Basic copyright on images generally lasts for 70 years after the death of the artist/photographer. You must have the permission of the copyright owner to use them. Note some images are also registered as Trademarks, even though they may be very old. Be aware of exceptions – the Library has [more information on special provisions for photographs](#).

(Many thanks to SDDU for their [VLE resource](#) on using images, and to the [VLE site](#) for guidance)

3. Understanding Image File type and File size

Normally if you are putting digital images onto the web or VLE, you are encouraged to use small file sizes. However, for PhotoStory 3 you don't need to worry about making your files smaller. PhotoStory 3 will automatically size the image for the web in the final video that it produces. In fact, you are better off using a large file size (high definition image) to create your digital story, because you have the option to 'zoom in' on areas of the image. If the file you started with was a low file size (and therefore low resolution, or poor quality) then the areas you zoom in on will be poor quality. The size of the images that you import should ideally not be smaller in height or width than the final size of the story. It is best to use formats such as JPEG, BMP or PNG as they support more colours than the .GIF format. If necessary, you can use a program such as Paintshop Pro to save an image as a JPEG file.

Further information on finding Copyright cleared images (extract from [JISC](#))

Creative Commons material and other 'free' collections

Many sites provide material that has been made available under the terms of a [Creative Commons](#) licence - this means the author of the work is happy to make it available for others to use so long as certain criteria are met. The most flexible licence is the 'Attribution' licence which means you can use the work in any way you like as long as you credit the original creator. Details of the other licences are on the [Creative Commons Licences](#) page.

There is a [Creative Commons search](#) page which provides an easy way to search across various sites for Creative Commons-licensed images, video and audio.

[Wikimedia Commons](#) is a collection of over 6 million free-to-use images, sounds and video files to which anyone can contribute. See [Reusing content outside Wikimedia](#).

Here is a selection of other 'free' collections - 'free' is in inverted commas because some of these sites offer resources that are **only free for certain uses**, while many also offer Creative Commons material. **Always read the terms of use or licence restrictions for any file you consider using.**

Images

- [Everystockphoto](#) - searches across several free-to-use image sites (incl Flickr's Creative Commons images - see below)
- [Flickr - Creative Commons advanced search](#) - use Flickr's advanced search page to include only photos (or short video clips) that have a Creative Commons licence. See also our advice document [Finding Images on Flickr](#)
- [Flickr - The Commons](#) - a number of publicly-held photographic collections from around the world use Flickr to share images that have 'no known copyright restrictions'
- [FreeFoto.com](#) - free for commercial or non-commercial on-line use; free for non-commercial off-line use
- [Freelimages.co.uk](#) - around 3,000 images in various galleries
- [ImageAfter](#) - various categories - any image can be downloaded for commercial or non-commercial use
- [MorgueFile](#) - over 200,000 images - can be used commercially without attribution
- [OpenPhoto](#) - Creative Commons-licensed images divided into various categories
- [PicFindr](#) - searches across various free-to-use image sites simultaneously
- [Stock.xchng](#) - now a subsidiary of Getty Images, around 400,000 free images submitted by a large community of users

Photography and Digital Images

- Photography composition <http://lutube.leeds.ac.uk/acdsjd1/videos/16>
- Digital vs Optical Zoom <http://lutube.leeds.ac.uk/acdsjd1/videos/15>
- Image Compression Explained <http://lutube.leeds.ac.uk/acdsjd1/videos/14>
- Digital camera shooting modes <http://lutube.leeds.ac.uk/acdsjd1/videos/13>
- Using Camera Angles to create effects <http://lutube.leeds.ac.uk/acdsjd1/videos/3>