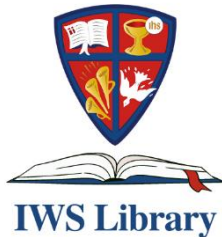




ROBERT E. WEBBER INSTITUTE FOR WORSHIP STUDIES



Worship Copyright Guidance for IWS Students

Jennifer Nicholson, *Interim Librarian*

jennifer.nicholson@iws.edu

Learning Objectives

IWS students will be able to:

- Understand worship planning resources and copyright permissions and licenses as it relates to IWS, especially as it relates to the Public Domain, Liturgy/Bible Resources, Music Licenses, and Images.
- Utilize worship resources in a legal way during their IWS worship planning and studies.



Why do I need to know this?

- IWS may utilize different licenses and copyright permissions than what is utilized in a student's home church congregation.
- Help students prepare for IWS on-campus practicum and IWS-related worship to ensure copyright compliance.
- It may be helpful for understanding and following copyright for your own ministry setting.

Important Notes

- This presentation discusses copyright and resources within the context of IWS worship services that are public and streamed online, such as *IWS practicum*, *chapel services*, and the *DWS Healing Service*. This copyright guidance is not necessarily for IWS academic papers for IWS courses. There are broader copyright exemptions for using resources in a classroom-only setting.
- This presentation focuses on copyright in the United States, since IWS intensive worship takes place in the United States.
- The information listed here is meant to be a guide and not a definitive legal source on matters of copyright.

Copyright

In the United States, copyright is the law. IWS must abide by U.S. copyright for its worship services.



If you created something – music, lyrics, poetry, a prayer, etc. – then that work is owned by you and protected by copyright. Copyright empowers creators like you!

Definition: “Copyright is a form of protection grounded in the U.S. Constitution and granted by law for original works of authorship fixed in a tangible medium of expression. Copyright covers both published and unpublished works” (U.S. Copyright Office, n.d.).

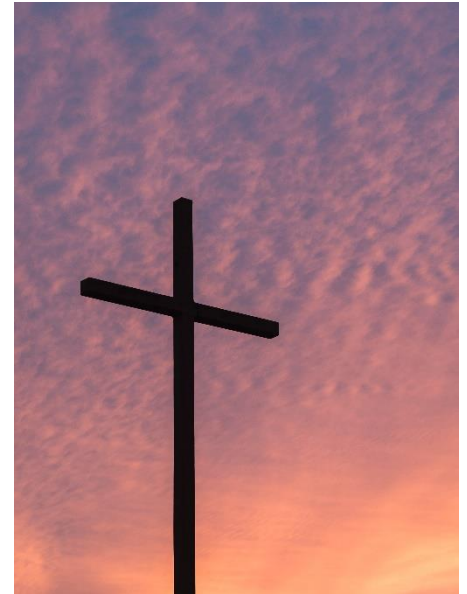
Learn more about copyright from the U.S. Copyright Office:
<https://www.copyright.gov/help/faq/faq-general.html#what>

Plagiarism

- Copyright is different from plagiarism, but can be related.
- Plagiarism is claiming someone else's work as your own by not properly citing the source.
- Copyright deals with whether you have permission to use that source at all.
- For instance, you decide to use the lyrics of a recently published worship song at your church. You cite the author but did not get permission from the author nor do you have a license to use this song. In this case, you have not committed plagiarism, but you have infringed on the copyright.

Isn't there an exemption for religious worship?

- Technically, yes. The exemption deals with performance and display: “(3) performance of a nondramatic literary or musical work or of a dramatico-musical work of a religious nature, or display of a work, in the course of services at a place of worship or other religious assembly;” (U.S. Copyright Law 2022, 26)
- However, IWS records and livestreams all of our services during the intensive on online platforms, so the musical performance and display is not limited to the assembly. There are other laws related to streaming and education as well. Therefore you must gain permission to use copyrighted material in an IWS worship service.



What if I personally own the work?

- Even if you bought a personal copy of a copyrighted work, that does not give you permission to distribute or reproduce the work in a worship setting.
- Example: If you own a piece of worship music, that does not necessarily mean you can freely use the music, makes copies, and put the lyrics in a bulletin for an IWS worship service. Factors such as permission to livestream the music, permission to reproduce lyrics on a PowerPoint, and more must be considered.



How do I ensure the worship sources I use for IWS worship comply with copyright?

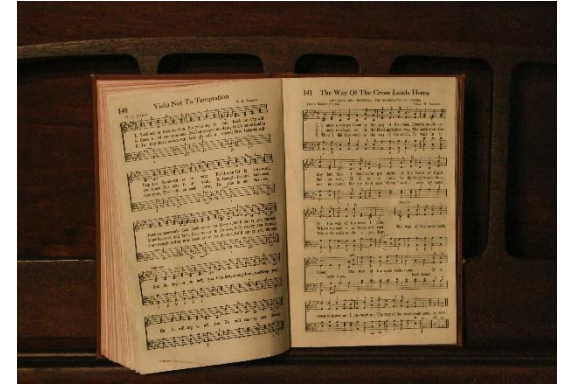
1. Understand the public domain.
2. Locate the copyright page of books or websites for worship liturgy elements (such as prayers, liturgical texts, and Bible quotes) to ensure you have permission and credit the work correctly.
3. Know about the licenses utilized by IWS for music and lyrics and how to use them.
4. Understand the use of images in worship.

Public Domain

- Public domain means works that do not fall under copyright, usually because the rights expired or the creator put their work in the public domain.
- You can freely change, adapt, arrange, and reuse public domain materials. You do not have to cite these materials, but it can be helpful to cite so that others can find and access the source later.
- Anything published in the U.S. before 1928 is usually in the public domain. For a helpful guide on determining if a work is in public domain, see Cornell University's guide below:
<https://guides.library.cornell.edu/copyright/publicdomain>

Public Domain: Hymns

For older hymns and songs, ensure that both the *lyrics* **and** *music* are in the public domain before using without attribution in a worship service.



- Hymnary.org provides excellent information on if a tune and lyrics are copyrighted or not under *Tune Information* and *Text Information*.
- [The Cyber Hymnal™](http://TheCyberHymnal.com) includes thousands of Christian hymns & Gospel songs from many denominations, most in the public domain, including lyrics, audio, sheet music, pictures, history & more.

Liturgies & Prayers

- Older prayers, such as the Nicene Creed and Apostles Creed, are in the public domain. But what about newer prayers?
 - You will want to ensure you have permission. Many liturgical resources give permission to reproduce the prayer or text so long as you cite the source correctly.
 - Many liturgical books have a copyright page, usually within the first several pages of the book, that gives details about using the prayer or liturgy in worship.
 - Let's look at an example from *The Worship Sourcebook*.

Example: *The Worship Sourcebook*

- I want to use a prayer for my DWS 702 Practicum. I found the prayer in the book *The Worship Sourcebook*. Do I have permission to use it?
 - Check the copyright page. Page 3 says the following:
 - “Brief portions of this book may be reproduced without special permission for one-time use only, for worship and educational purposes, in an order of service for use by a congregation, or in a special program or lesson resource, provided that no part of such reproduction is sold, directly or indirectly, and that the following acknowledgment is included: ‘Reprinted by permission from *The Worship Sourcebook*, © 2004, CRC Publications.’ For all other uses, please contact the copyright holder.” (*The Worship Sourcebook* 2013, 3)
 - **Conclusion:** Since I am using this prayer for worship and an educational purpose, I can include the prayer from *The Worship Sourcebook*; however, I must include the reprinted by permission acknowledgement written above in the worship PowerPoint or bulletin to be in compliance with copyright.

Bible



- Older translations of the Bible, such as the King James Version, are in the public domain. But what about newer Bible translations?
- You will want to ensure you have permission. Many translations will allow you to quote the words up to a certain amount so long as you credit the source. Always check!
- Bible Gateway provides excellent information regarding copyright of translations. They also have a list of Bibles in the Public Domain: <https://support.biblegateway.com/hc/en-us/articles/360001403507-What-Bibles-on-Bible-Gateway-are-in-the-public-domain->
- Let's look at an example of the *New Living Translation*.

Example: *New Living Translation*

- I want to quote Psalm 118, the longest Psalm in the Bible with 176 verses, from the New Living Translation in my worship service bulletin. Do I have permission?
 1. Go to: <https://www.biblegateway.com/versions/>
 2. Scroll down and select “New Living Translation (NLT)”
 3. The complete copyright information can be found here: <https://www.biblegateway.com/versions/New-Living-Translation-NLT-Bible/#copy>
- **Conclusion:** Based off copyright information in the link above, you can quote Psalm 118 from the NLT, so long as you include the initials *NLT* at the end of the Bible quote.

Review: Public Domain & Liturgy

- Items in the public domain are free to use and alter without permission and attribution, but you must determine if the item is in the public domain or not.
- For older hymns, ensure the music and lyrics are both in the public domain.
- For new Bible translations, prayers, and liturgies, ensure that you have permission by checking the copyright page or BibleGateway and complying with any credit or citation requirements.

Music Licenses

- Licenses allow owners of copyright content to license their work to another for distribution and use. IWS has license agreements for worship music to be used for IWS worship services from the following companies:
 1. **CCLI (Christian Copyright Licensing International)**
 2. **ONE LICENSE**
- *Note that these licenses cover many songs and lyrics for worship, but not all!*



CCLI (Christian Copyright Licensing International)

- **Church Copyright License®**
 - Allows projecting, printing, recording, arranging and translating music or lyrics for IWS worship services.
- **CCLI Streaming License™**
 - Allows IWS worship services to be streamed and uploaded online.
- Find out more about copyright from CCLI in their “2 Minutes with CCLI” videos: <https://us.ccli.com/2min/>
- To find songs that CCLI covers, check SongSelect here: <https://songselect.ccli.com/> or email IWS.

Displaying CCLI Info in Worship

When you decide on a song to use that is covered by CCLI, you *must* put the following information on the PowerPoint of the song and/or the bulletin, as required by CCLI:

- “When reproducing a Song, include the song title, writer credit(s) and copyright notice in substantially the following form:

“Hallelujah” words and music by John Doe

© 2018 Good Music Co.

Used by Permission. CCLI License #12345” (CCLI n.d.)

List the IWS CCLI License number, NOT the song number!

IWS CCLI License: #11074495

ONE LICENSE

- ONE LICENSE features music, lyrics, and songs by other publications not necessarily covered by CCLI that also allows for reproducing music and words for worship.
 - To find songs that ONE LICENSE covers, check their search feature here:
<https://www.onelicense.net/search>
 - Helpful tips on how to use their search feature can be found here:
<https://news.onelicense.net/2023/03/16/how-to-search/>

Displaying ONE LICENSE Info in Worship

When you decide on a song to use that is covered by CCLI, you *must* put the following information on the PowerPoint of the song or the bulletin, as required by ONE LICENSE:

“The LICENSEE agrees to reproduce all WORKS as they are found in the original publisher's editions, including the title, name of the author, name of the composer (as applicable), and the copyright notice in the following example form. **Please edit the information specific to the title you are using and your organization's personal ONE LICENSE license number.**

© 2003, ABC Music Co., All rights reserved.

ONE LICENSE, License # L-500168” (Cronin n.d.)

IWS ONE LICENSE: #L-500168

What if I want to use a copyrighted song but cannot find it in CCLI or One License?

- If the work is copyrighted, you must get permission to use that work in worship.
- If the copyright is not covered by the licenses or is not in the public domain, **do not** use the material unless you have permission.
- There are ways to request permission.



What are my alternatives?

- Contact the copyright owner for permission.
 - Copyright information is usually listed on the copyright page of a book or on the website.
 - The Copyright Office provides a helpful document on how to obtain permission:
<https://www.copyright.gov/circs/circ16a.pdf>
 - Note you may have to request permission well in advance.
- Consider using a similar work that you do have permission to use.
 - Search CCLI, ONE LICENSE, and other sources that give permission for similar material or use material in the public domain.
 - Create your own prayer/song/material!

Review: Music Licenses

- The two main license agreements IWS has are with CCLI and ONE LICENSE.
- You must properly include the copyright information for any song you want to use in your worship.
- If you want to use a song in worship that is not covered by CCLI or ONE LICENSE, you must contact the copyright owner for permission.
- If you cannot get permission, it is best to use another song or source, or create your own.

Images & Art in Worship

- Similar to liturgy, older images may be in the public domain, but this is not always the case.
- Do not assume that an image you found on a Google Search can be taken and used in worship.
- Any photos you took yourself, however, are fine to include because you created them.
- If you do find a picture you would like to use, check the copyright information. Some images have rules against altering the image in any way.
- Images may have a [Creative Commons license](#) that allows you to utilize works in different ways.

Resources for Images & Art in Worship

- [WikiMedia Commons](#) has images you can use, most with clear Creative Commons copyright information.
- [Art in the Christian Tradition \(ACT\)](#) has images that can be searched by Scripture, lectionary, and more. You can use any of these images in IWS worship so long as you properly attribute them as listed.
- [Unsplash](#) has many free images you can use and download, all with a license that is free to use with no attribution required.
- For instance, all images used in this presentation, other than the IWS logos, were taken from Unsplash!
- Other resources similar to Unsplash:
 - [Pixabay](#)
 - [kaboompics](#)

Review: Images & Art in Worship

- Ensure you have permission by using images in worship that are from the public domain, images covered properly by a license, or images you have created yourself.
- Just because an image is freely posted on the Internet does not mean you have permission to use that image in a worship service.



Still Have Questions?

Contact the IWS Library (staffed part-time)

Email [*the primary way to get help*]

- Interim Librarian: Jennifer Nicholson jennifer.nicholson@iws.edu
- Both Library Assistant and Interim Librarian: library@iws.edu

Contact Form on Library Website

- Goes to library@iws.edu email address
- Include your contact information and question

Phone [VOIP that sends e-mail to library@iws.edu]

- Local: 904-264-2172, Option 6
- Toll-free (USA & Canada): 1-800-282-2977, Option 6

Plan ahead – answers may take up to 48 hours.

References

- CCLI (Christian Copyright Licensing International). n.d. “CCLI Copyright License Manual.” Accessed April 26, 2023. <https://us.ccli.com/manual/>
- Cronin, Breanna C. n.d. *License Terms of Agreement: Annual License*. Chicago, IL: ONE LICENSE.
- U.S. Copyright Office. n.d. “Copyright in General.” Accessed April 26, 2023. <https://www.copyright.gov/help/faq/faq-general.html#what>
- U.S. Copyright Office. 2022. *Copyright Law of the United States (Title 17) and Related Laws Contained in Title 17 of the United States Code*. Washington, DC: United States Copyright Office Library of Congress. <https://www.copyright.gov/title17/title17.pdf>
- *The Worship Sourcebook*. 2nd ed. Grand Rapids, MI: Faith Alive Christian Resources, 2013.



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THANK YOU!

Jennifer Nicholson, *Interim Librarian*

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