Using Library Images in Course Development

Tiffin University’s Pfeiffer Library includes a large collection of digital images. These images can be linked, but not embedded, into lectures, activities, and presentations. The following guide will walk you through the process of accessing and properly integrating library images into the development of your course content.

Accessing Images

The EBSCO image collection offers a collection of classical photographs and paintings, as well as a large archive of Associated Press images. This collection can be accessed via any EBSCO Database. For the purpose of this guide, you can access Academic Search Complete at the following link: http://tu.opal-libraries.org/login?url=http://search.ebscohost.com/login.aspx?profile=ehost&defaultdb=a9h

For classical masterpieces, we recommend using Grove Art Online. Grove can be accessed at the following link: http://tu.opal-libraries.org/login?url=http://www.oxfordartonline.com/

EBSCO images

To access the image collection inside an EBSCO database, follow these steps:

1- Follow the link to Academic Search Complete or another EBSCO database via the library’s A to Z service. For convenience, the link to ASC is as follows: http://tu.opal-libraries.org/login?url=http://search.ebscohost.com/login.aspx?profile=ehost&defaultdb=a9h

2- At the top of the search screen, locate the dropdown option for “More.”

3- Select “Images” from the dropdown list.
4- You are now searching the Images collection. You may use the search box at the top and/or limit results using the options under “Limit your results.”

Usage Requirements:
Due to the fluid nature of library database packages, we are restricted to using permalinks for images to avoid copyright infringement in our course management system. Follow these steps in order to pull the permalink from an image in an EBSCO database:

1- Locate an image via the search feature. The following image shows a list of search results from the EBSCO images collection in the keyword search “mother and child.”
2- Click the image you wish to use. Look to the right side of the screen for the “Tools” menu:

3- Click “Permalink” on the “Tools” menu. Then, click inside the Permalink box to highlight the link. This is the link that you can copy/paste into your course content. When students need to access the image, they will click that link, sign in to the library, and then be transported to this exact page to view the image.

Grove Art Online

In order to locate images via Grove Art Online, follow these steps:

2- In the upper right corner below the search box, check the Images box before searching. This will remove articles also housed inside this resource and restrict your search to images only:

3- A search for “mother and child” inside Grove Art Online returned the following list of results. You can limit these results further using the options on the left side of the results screen.

4- Click the image or image title to view the full record for the item. You may now copy/paste the link in the browser bar to add this resource to your course material:
There are numerous other image, sound, and multimedia resources available through our library’s affiliation with OhioLINK. Here are some additional recommendations from your librarians:

OhioLINK’s Digital Resource Commons- Films, images, sound recordings, and digitized local collections/archives: [http://drc.ohiolink.edu/](http://drc.ohiolink.edu/)

OhioLINK’s Music Center- music tracks in various genres: [http://music.ohiolink.edu/](http://music.ohiolink.edu/)

Please remember to link to all library materials. Embedding, off-loading/re-loading, copying, and any use other than linking expressly violates the library’s licensing agreements to these resources. Copyright violations may result in the loss of licensing for these resources as well as other penalties from the University in compliance with TU’s Copyright Policy.