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TU Delft OPEN Publishing publishes under the **Creative Commons Attribution 4.0 International (CC BY 4.0) license**.

What does this mean?

[CC BY 4.0](#) allows anyone to share and adapt your work, even commercially, as long as they give appropriate credit. This maximizes the reach and impact of your research.

Under CC BY 4.0, users may:

- **Share:** Copy and redistribute the material in any medium or format
- **Adapt:** Remix, transform, and build upon the material for any purpose, even commercially

The only requirement: **Give appropriate credit to the original creator.**

This guide will help you to:

- Determine if you can use an image
- Understand attribution requirements
- Know what to do when you cannot use an image
- Learn how to create alternatives

The images in your publication

When you include images in your publication, you need to ensure they are compatible with CC BY 4.0:

- Original images you created are automatically covered
- Images from other sources need compatible licensing or permission. In this case, **different licenses must be clearly stated in the image attribution**

Image Copyright Quick Guide

For CC BY 4.0 Publications

What counts as "original work"?

- You created the image yourself (photo, diagram, illustration, graph from your own data)
- You are the sole creator with no third-party content included
- No copyrighted elements from other sources

For images from other sources — Where to find license information

Regardless of the source type, look for the same copyright information:

- **For published papers:** License stated near abstract or at end of article
- **For websites:** Copyright notice in footer or "Terms of Use" page
- **For stock photos:** Your purchase receipt or license agreement
- **For databases:** "Terms of Use" or "Data Use Policy" page
- **For books:** Copyright page (usually page 2 or 3)

Look for: CC BY, CC0, © symbol, "All rights reserved", or licensing statements

Image Copyright Quick Check

CAN I USE THIS IMAGE IN MY CC BY 4.0 PUBLICATION?

Where to find license information: Regardless of source (paper, website, stock photo, database, book), look for: CC BY, CC0, © symbol, "All rights reserved", or licensing statements.

Images with other licenses: When publishing images under a license other than CC BY, this must be clearly stated in the image's attribution. Your Conference Proceedings book's colophon will include a note indicating "This work is licensed under a Creative Commons Attribution 4.0 International (CC BY 4.0) license, except otherwise stated".

Is this image your original work?

You created it yourself with no third-party content

YES

NO (FROM ANOTHER SOURCE)

What are the usage rights?

Public Domain, CC0, or CC BY

Open licenses

Restrictive CC (NC, ND, SA)

With restrictions

Copyrighted (© All rights reserved)

No open license

Unclear or no license info

Can't find rights

Have written permission?

YES

NO



YOU CAN PUBLISH

- Include proper caption
- Ensure quality (300 DPI)
- No © notice needed



YOU CAN PUBLISH

- **CC BY:** Include attribution
- **CC0/PD:** Attribution recommended
- Link to license



INCOMPATIBLE

- 1. Request CC BY permission
- 2. Replace image
- 3. Remove image
- 4. Perpetuate license (colophon)

NC/ND/SA conflict



CAN PUBLISH

- Verify CC BY 4.0 compatible
- Include acknowledgment
- Keep documentation



CANNOT PUBLISH

- 1. Request permission (CCC)
- 2. Replace image
- 3. Remove image
- 4. Right to quote (last resort)

Citation ≠ permission



ASSUME COPYRIGHTED

- 1. Find license (reverse search)
- 2. Contact creator
- 3. Replace or remove
- 4. Right to quote (last resort)

No license = can't use

△ Citation does not equal permission — Right to quote is a last resort only for critical analysis of the image itself. Requires substantial scholarly commentary. Creates legal uncertainty.

TU Delft OPEN Publishing — For more information: www.tudelft.nl/library/support/copyright/researcher-copyright-answers

This image is your original work

You created it yourself with no third-party content

✓ You can publish

- Include proper caption
- Ensure quality (300 DPI)
- No © notice needed

Since this is your original work, you hold the copyright and can publish it under CC BY 4.0.

What you need to do:

- Include a proper figure caption describing the image
- Ensure the image quality meets publication standards (minimum 300 DPI)

Example caption:

"Figure 1: Schematic diagram of the experimental setup"

Do you need to add a copyright notice?

No. When publishing under CC BY 4.0:

- You don't need to write "© Your Name" on the image
- You're already listed as the paper's author - that establishes your authorship
- The CC BY 4.0 license covering your publication automatically covers your original images
- Anyone reusing your image will cite your paper (which credits you)

References & Resources:

[Creative Commons BY 4.0 License — Full text](#)

[TU Delft Library — Copyright FAQs for Researchers](#)

This image has an open license

Public Domain, CC0, or CC BY

✓ You can publish

- CC BY: Include attribution
- CC0/PD: Attribution recommended
- Link to license

Images with Public Domain, CC0, or CC BY licenses can be republished under CC BY 4.0.

What you need to do:

- **For CC BY:** Include attribution in your figure caption: "From [Author/Source], licensed under [License]"
- **For CC0/Public Domain:** Attribution recommended but not required
- Link to the license if possible (in digital versions)
- Keep any copyright notices that came with the original

Example attribution:

CC BY: "Figure adapted from Smith et al. (2023), licensed under [CC BY 4.0](#)"

CC0/Public Domain: "Figure based on data from NASA Climate Archive (Public Domain)"

References & Resources:

[TU Delft Library — Copyright FAQs for Researchers](#)


[Creative Commons — About the Licenses](#)

[CC Wiki — Best practices for attribution](#)

[Attribution Builder](#)

This image has a restrictive CC license

NonCommercial (NC), NoDerivatives (ND), or ShareAlike (SA)

 **Incompatible**

- Request CC BY permission
- Replace image
- Remove image

NC/ND/SA conflict

CC licenses with NonCommercial (NC), NoDerivatives (ND), or ShareAlike (SA) restrictions (any version) cannot be republished under CC BY 4.0.

Why incompatible?

- **CC BY-NC:** Prohibits commercial use, but CC BY 4.0 allows it
- **CC BY-ND:** Prohibits modifications, but adapting counts as modification
- **CC BY-SA:** Requires same license, but your paper is CC BY 4.0

What can you do?

Option 1: Request CC BY 4.0 permission

- Contact the original author directly
- Ask if they can grant you CC BY 4.0 permission
- Explain your publication will be open access

Option 2: Replace the image

- Find a different image with compatible licensing
- Create your own version of the image

Option 3: Remove the image

- If not essential, remove it
- Describe the concept in text instead

Option 4: Reuse the image under conditions

See images with other licenses (page 3, page 12)

References & Resources:

- [CC BY-NC 4.0 License — Full text](#)
- [CC BY-ND 4.0 License — Full text](#)
- [CC BY-SA 4.0 License — Full text](#)
- [CC FAQ — License compatibility](#)

This copyrighted image © — you have written permission

You do have written permission from the copyright holder.

✓ Can publish

- Verify CC BY 4.0 compatible
- Include acknowledgment
- Keep documentation

Since you have written permission from the copyright holder, you can use this image.

Important requirements:

- **Verify CC BY 4.0 compatibility:** Permission must allow open republishing (some only cover your specific publication)
- **If from CCC Marketplace:** Check license terms for open publishing compatibility
- **Include attribution** in figure caption: "Reproduced with permission from [Source]"
- **Keep documentation on file** — save the permission letter/email or license certificate
- **Submit permission documentation** with your manuscript if required

Remember: CC BY 4.0 means anyone can reuse the image from your paper. The permission must account for this.

Example attribution:

"Figure 4: *Process flow diagram*. From "Large Continuous Perspective Change", by M. Lindemann, 2022, *Journal of Experimental Psychology*, 23(10), p. 15. Copyright 2022 by Elsevier. Reprinted with permission."

References & Resources:

[TU Delft Library — Copyright FAQs for Researchers](#)

[CCC Marketplace — Permission services](#)

[Elsevier — Permission guidelines](#)

[Springer Nature — Rights and permissions](#)

This copyrighted image © — you don't have permission

You have no written permission from the copyright holder!

✗ Cannot publish

- Request permission (CCC)
- Replace image
- Remove image

Citation ≠ permission

Using copyrighted images without permission is a copyright violation.

Option 1: Request permission

- Check the CCC Marketplace first (many publishers use this)
- Contact the copyright holder (usually the publisher)
- Explain your publication will be CC BY 4.0
- Wait for written permission
- This can take weeks - start early!

Option 2: Replace the image

- Find an open-licensed alternative at Creative Commons Search
- Create your own version of the image

Option 3: Remove the image

- If not essential, remove it
- Describe the concept in text instead

Common mistakes to avoid:

- ✗ "It's for education/research" — Not sufficient for publishing
- ✗ "I'll just cite it" — **Citation is not permission**
- ✗ "No one will notice" — Violations can force retractions
- ✗ "I modified it" — Derivative works still need permission

Option 4: Reuse the image under conditions

See images with other licenses, as well as the "Right to quote"

Last resort (not recommended): Right to quote

If you must proceed with an unlicensed image for critical analysis, you should:

- Include substantial scholarly commentary in your text about the image
- Mention in the image caption: "Reproduced under the right to quote for critical discussion" with full source citation.
- Add the citation source in the References list

Keep in mind: this creates legal uncertainty and contradicts open access principles

Example attribution:

"Figure 2: Reproduced under the right to quote for critical discussion. From *Optics* (5th ed. p. 108), by E. Hecht, 2017, Harlow: Pearson. Copyright 2017 by Pearson."

References & Resources:

[TU Delft Library — Re-use multimedia in my paper](#)
[CCC Marketplace — Request permissions](#)
[CC Search — Find open alternatives](#)

This image has unclear or no license information

Can't find clear usage rights

⚠ Assume copyrighted

- Find license (reverse search)
- Contact creator
- Replace or remove

No license = can't use

Copyright protection is automatic — if there's no license stated, you cannot use it.

What can you do?

Option 1: Try to find the license

- Check the source article footer and references
- Check the website footer or terms of use
- Contact the creator or publisher directly
- Use reverse image search (Google Images, TinEye) to find original source

Option 2: Replace the image

- Find an open-licensed alternative
- Create your own image

Option 3: Remove the image

- If not essential, remove it
- Describe the concept in text instead

Never assume: "Found on the internet" ≠ "free to use"

References & Resources:

[TU Delft Library — Copyright FAQs](#)

[WIPO — Berne Convention \(copyright is automatic\)](#)

[Google Images — Reverse search](#)

[TinEye — Reverse search](#)

[CC Search — Find open alternatives](#)

[OER Metafinder](#)

Replace the Image

Creating Your Own Version of an Image

Create unique design

- Use degrees of freedom
- Different, not recognizable
- Consistent personal style

Creating a unique new work

Ask yourself: Could the design of the original image reasonably be recognized in your work? If yes, it may infringe copyright — even with added elements.

If you reproduce characteristic creative elements from an existing image, your image could be considered an infringement of the copyright of the original image. **Regardless of how many elements you add yourself.**

This is considered a **derivative work** — you built something on someone else's work for which permission must be requested beforehand.

Use the degrees of freedom in your design

Use the degrees of freedom you have in the design, without changing the scientific nature of what is described.

What you can change:

- **Expression:** How it looks (style, colors, layout, design, visual presentation)

What you cannot change:

- **Scientific content:** For instance, if the image presents the Pythagorean Theorem, you cannot change the Theorem as this is a rule in Mathematics

Quick checklist:

Before using your new design:

- ✓ Does it look visually different from all originals?
- ✓ Would people recognize characteristic elements from the original?
- ✓ Is the scientific content accurate?
- ✓ Does it match your consistent style?
- ✓ Have you used your degrees of freedom in design?

Design tools:

- Canva (diagrams, infographics)
- Inkscape (free vector graphics)
- BioRender (scientific figures)
- PowerPoint/Keynote (simple diagrams)
- draw.io / diagrams.net (free flowcharts)

Rules of thumb for creating unique alternatives

Ideas are not copyrighted, but their expression is.

When creating a new image as an alternative of another image, do the following:

- look at the original image, then set it out of sight.
- re-create it from your own mind, giving it your own purpose.
- check your interpretation for originality:

1. Research and differentiate

- Do an internet search of the concept to see how others have designed unique alternatives
- Try to make a unique alternative, or let yourself be inspired by different original pictures to design a unique new picture
- **Important:** Make sure your new design does not match one of the originals you used for inspiration
- **Recognition test:** If you put your design next to 3 or 4 other pictures, people should reasonably not be able to claim that it is a copy of one of these originals

2. Develop a consistent personal style

- Try to design a unique style that you can use in the other figures you design
- If all your figures have the same style, it becomes more apparent that this is your own unique style and not someone else's
- Consistency demonstrates originality

Need inspiration?

[Creative Commons Search](#) — Find multiple examples to inspire (but not copy) your unique design

[Wikimedia Commons](#) — See how others visualize concepts

Need help?

[TU Delft Library Copyright Information Point](#)

Quick Reference: All Solutions with Attribution Examples

Five ways to include images in your CC BY 4.0 publication

1. Your Original Work

"Figure 1: Schematic diagram of the experimental setup"

No © notice needed — covered by CC BY 4.0

2. Open Licenses (CC BY, CC0, Public Domain)

CC BY: "Figure 2: adapted from Smith et al. (2023), licensed under [CC BY 4.0](#)"

CC0/PD: "Figure 3: based on data from NASA Climate Archive (Public Domain)"

3. With CC BY 4.0 Permission

"Figure 4: *Process flow diagram*. From "Large Continuous Perspective Change", by M. Lindemann, 2022, *Journal of Experimental Psychology*, 23(10), p. 15. Copyright 2022 by Elsevier. Reprinted with permission."

Keep permission documentation on file

4. Restrictive CC (Perpetuated)

"Figure 5: Workflow diagram by Lee, licensed under [CC BY-SA 3.0](#)"

+ Colophon note: "This work is licensed under CC BY 4.0, except otherwise stated."

5. Right to Quote (Last Resort)

"Figure 2: Reproduced under the right to quote for critical discussion. From *Optics* (5th ed. p. 108), by E. Hecht, 2017, Harlow: Pearson. Copyright 2017 by Pearson."

⚠ Creates legal uncertainty — contradicts open access principles

If no solution works → Remove the image and describe in text instead

When not all the images fall under the CC BY 4.0 license,
a note in **the colophon of the IAEG 2026 conference proceedings book** will specify:

*"This work is licensed under CC BY 4.0, except otherwise stated."**

Additionally, to avoid copyright infringement, the images with restricted license*, if present, will be listed in the **acknowledgement section of each paper**, as a separate paragraph with this format:

*"This work is licensed under CC BY 4.0 except Figure 5 (CC BY-SA 3.0), Figure 10 (CC BY-NC 2.0)
for which the license restrictions mentioned apply for their reuse."*

- *Restrictive licenses:*
 - *Restrictive CC license: NonCommercial (NC), NoDerivatives (ND), or ShareAlike (SA) (see page 6)*
 - *Copyrighted image ©, with no permission (see page 8)*
 - *Unclear or no license information (see page 9)*