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# UPLOADING FREE IMAGES TO WIKIPEDIA

## WHAT IS THE COPYRIGHT STATUS OF YOUR IMAGE?

Wikipedia hosts images that are freely licensed and a very restricted number of fair use images (images under copyright but deemed necessary for the understanding of a topic). When first uploading images to Wikipedia, it is best to upload only freely licensed images (see the separate handout on uploading fair use images).

What are free licenses? The most common free licenses are the following, which allow redistribution, republication, derivative works, commercial works and also require a few other things:

- Creative Commons Share-Alike and Attribution licenses
- GNU Free Documentation Licenses (GFDL)
- Public domain

Images uploaded to Wikipedia must be freely licensed in the United States. Here are some quick rules of thumb:

- If the work was published before 1923, the image is in the public domain.
- If the artist who produced the work has been dead for over 70 years, the image is in the public domain.
- If the image was taken by someone working for the US federal government, it is in the public domain.
- If the image was released into the public domain by the artist, it is in the public domain.
- If the image was licensed under a Creative Commons Share-Alike license by the artist (such as yourself), it is a free image.



For more extensive detail on public domain rules, see Commons:Hirtle chart ([http://commons.wikimedia.org/wiki/Commons:Hirtle\\_chart](http://commons.wikimedia.org/wiki/Commons:Hirtle_chart)).

## UPLOAD

Once you have determined that you have a free image to upload, go to Wikipedia's upload form. You can find it on the left-hand side of the screen under "Toolbox." Click on "Upload file." You will see a sentence "If you are familiar with our image policies and already know which license applies, go directly to the upload form." Click on "upload form" in that sentence.

## SOURCE FILE

Under "Source filename" type or browse for the file you want to upload.

## FILE DESCRIPTION

Under "Destination filename" type a specific and descriptive filename – remember there are millions of images on Wikipedia, so "bird" would not be a good filename but "RedCappedRobinOnBranch" would be.

## SUMMARY

In the summary, add the following template, filling in the fields. Describe the image in as much detail as possible and in as many languages as possible. List where you obtained the image. If you took the photo, say “self-created.” If you scanned the image from a book, give all of the bibliographic information necessary for someone else to find the image again. For the author field, list the person who created the image originally. For the date field, list the first date of publication for the image. The permission field will be filled in when you select a license.

After you have filled in the summary, select the appropriate license and then click “upload.”

## EXAMPLE

```
{{Information
```

```
|Description={{en|1= "I have not an instant to lose" - Elizabeth, having just discovered that Lydia eloped with Wickham, dismisses Darcy.}}
```

```
|Source= Austen, Jane. Pride and Prejudice. London: George Allen, 1894, page 339. Lilly Library, Indiana University.
```

```
|Author= Hugh Thomson (1860-1920)
```

```
|Date=1894
```

```
|Permission=
```

```
|other_versions=
```

```
}}
```