



## The Viyug Multimedia Attributions Guide

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### Preface

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For textual attributions and citation guidelines, see The Viyug Style Guide.

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Common, acceptable sources that The Viyug often peruses for images;

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  - Select “tools”; license type; Creative Commons licenses.
- ❖ Pexels
  - All photos are free to use without attribution.
- ❖ Unsplash
  - All photos are free to use without attribution.

### Guide to Photo Licensing Types

### 1) Public Domain

- a) Public Domain images are not protected by any form of copyright --- or the copyright has expired ---- as they currently exist. These types of images can be used by almost any individual, company, or organisation for personal and commercial reasons without necessary legal attribution. However, providing attribution is strongly suggested regardless of whether or not the image is Public Domain, which covers all material published.

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- a) Stock photos include images that creators lease out to individuals, companies, or organisations who are willing to pay the creator’s licensing fee. Generally, avoid stock photos; however, in instances where a stock photo is purchased for use, the photo may be used in any way that is acceptable according to the creator’s licensing agreement.

### 4) Personal Images

a) If the image in question is of personal origin ---- as in the photo was taken by the writer or editor themselves ----- then there are no attribution requirements.

5) Reusing Social Media Images

a) To reuse or reshare images already posted on social media platforms, it is necessary to still abide by all applicable attribution rules. To correctly attribute the photo, reach out to the original account from which the photo was posted and explicitly ask for permission to reuse on behalf of The Vijug. If permission is granted, attribute the image as needed according to the licensing rules stated above.

6) GIFs

a) Do not use GIFs under any circumstances.

**Graphs, Charts & Figures**

- When citing a graph, chart, or figure, it is necessary to provide a caption that includes in some fashion: 1) the title of the work and/or what the work shows, and 2) a credit line that mentions and/or links to the source.
- While there is no definitive structure or format for a caption, the aforementioned information must be provided below the image within the text. If any other sources were used, mention them alongside the term "Source". In the caption, label the works as they appear alongside the term "Fig." or "Figure" and place a period after the figure number (e.g, "Fig. 1." Or "Figure 1."). When positioning within the text, centre the graph, chart, or figure on the page and left-justify the caption.
- E.g.:

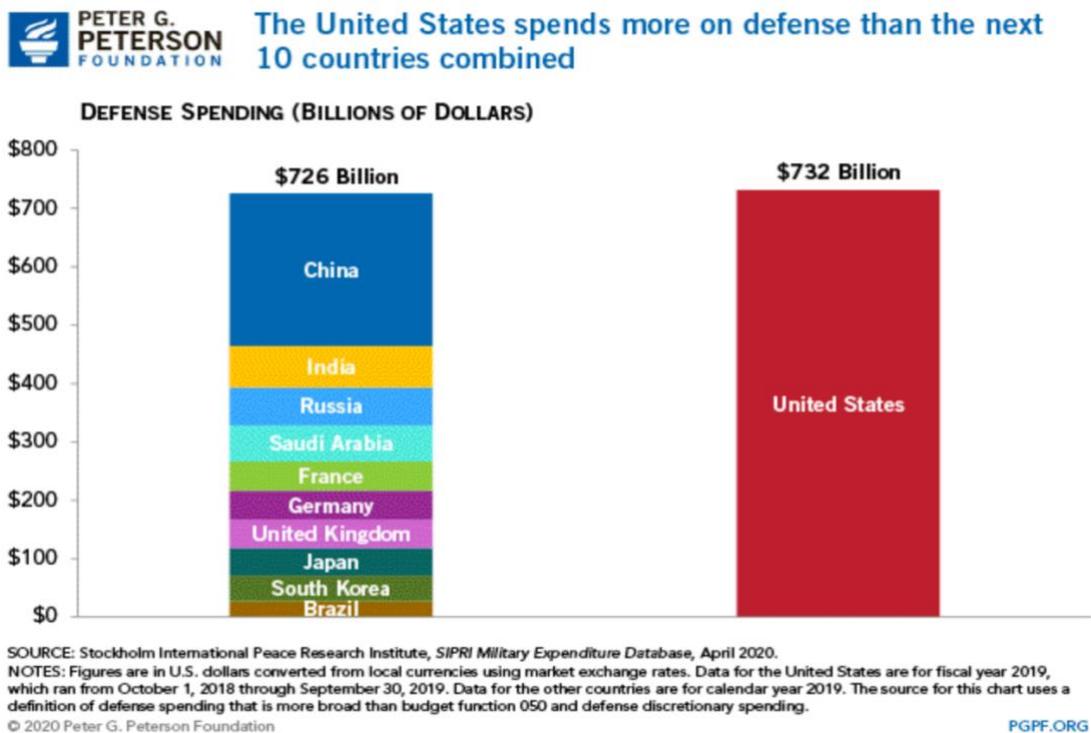


Figure 1. U.S. Defence Spending (in Billions of Dollars) Compared to the Next Seven Countries. Graph courtesy of the Peter G. Peterson Foundation.



### **Videos & Audio Files**

- When attributing or citing a video or audio file, include the same elements in the caption as mentioned in the attribution acronym “TASL”: Title, Author, Source, and License. Be sure to mention the date and medium if possible (e.g., DVD or CD).

Questions? Email the Editorial Division at [editor@viyug.com](mailto:editor@viyug.com)

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