How to apply a CC licence on SlideShare

In this document we describe how to apply any of the seven licence options provided by SlideShare for content uploaded to its service.

Creative Commons Licences on SlideShare

You must be registered and logged into your account to upload files to SlideShare.

1. Once logged in, select 'Upload' in the top menu or go to http://www.slideshare.net/upload. Once you have uploaded your file, you can 'edit presentation details' where you can select your licence (at the bottom).
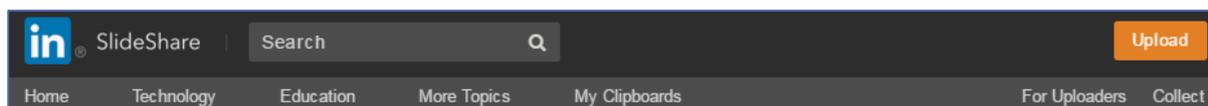
2. Drag and drop or browse your files to select the file you wish to upload.

3. Complete the details in the Upload screen about your SlideShare. Enter the title and provide a description of your slides. Select a category for your content and add tags to improve the discoverability of your slides.
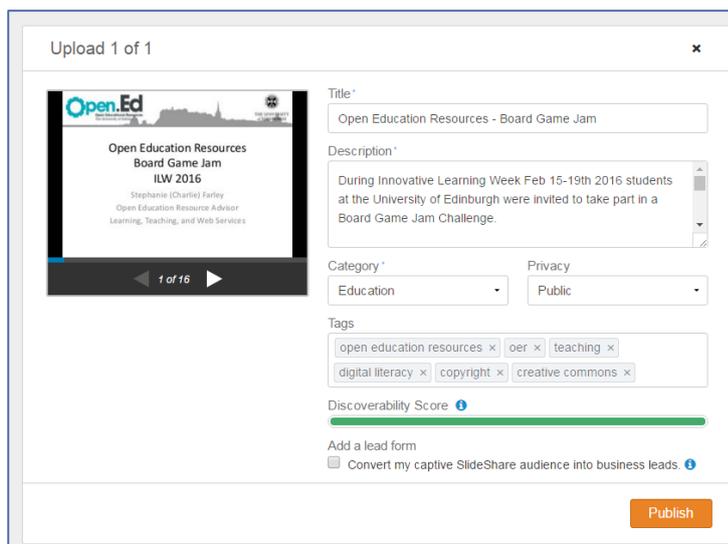
4. Click on the orange 'Publish' button at the bottom right of the screen.

5. To edit the licence on your SlideShare click on the blue 'Edit' button underneath your slides.
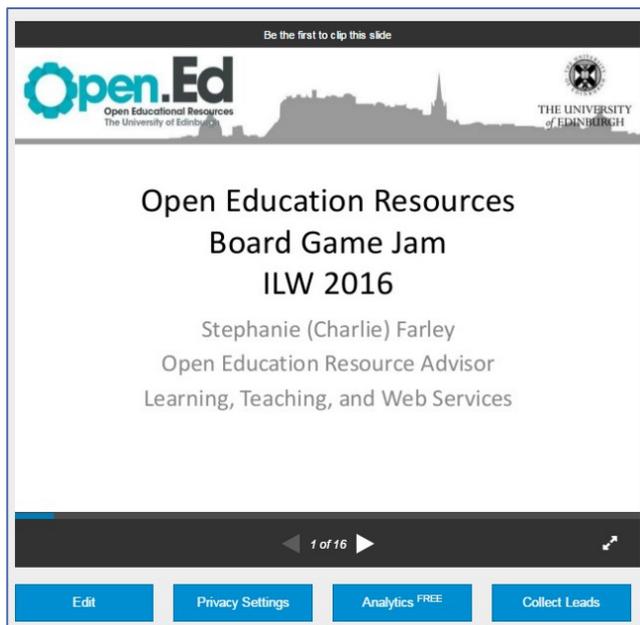
6. The licence selection will be displayed on the presentation page in the lower right section:
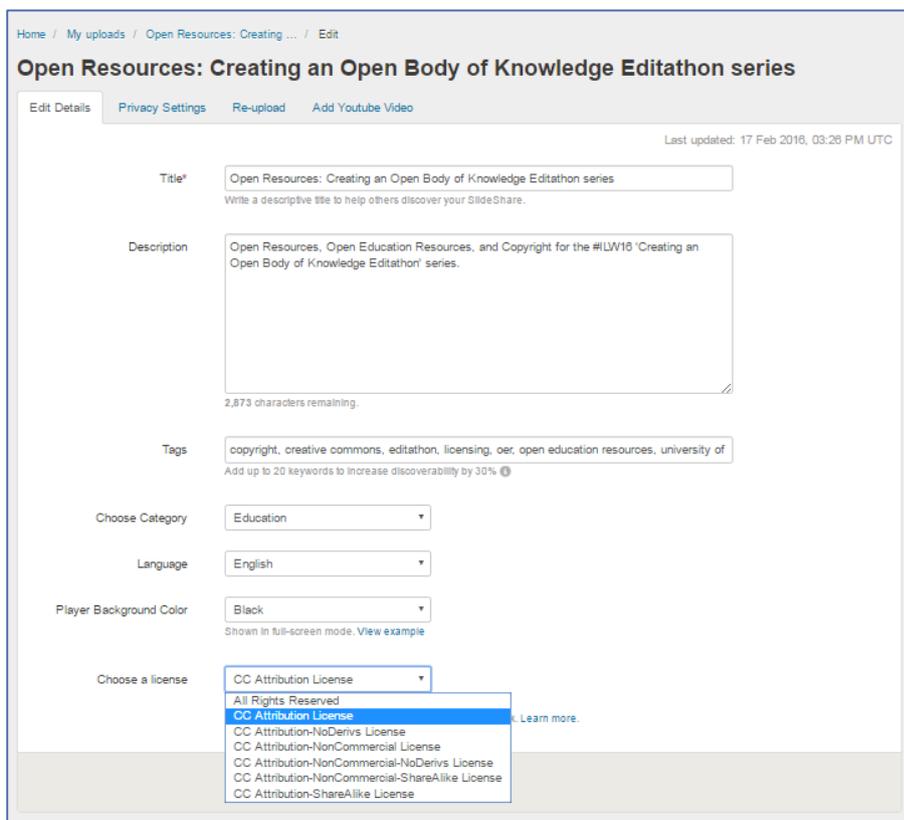
7. Select the licence you want to apply to your SlideShare then click on the grey 'Update' button underneath.

That's it, all done!

If you require this document in an alternative format, such as large print or a coloured background, please contact by email (Stephanie.Farley@ed.ac.uk) or phone (0131 650 8487or 0131 651 5680).