



ADDING IMAGES TO WIKIMEDIA COMMONS AND WIKIPEDIA: DO'S AND DON'TS

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Thank you for helping to make more women visible on Wikimedia projects! You're probably here because you want to add an image to Wikipedia. In order to add a picture to Wikipedia, you first need to upload the picture to [Wikimedia Commons](#), which is the free image repository that Wikipedia and all other Wikimedia projects rely on.

This guide will help you understand what kinds of images are allowed on Wikimedia projects.

THINGS YOU SHOULD DO

Wikipedia is a free content encyclopedia. Therefore, only free content can be included on it.

So, let's find freely licensed images for this challenge!

These are the types of images you can add to Wikimedia Commons and Wikipedia:

- Photographs taken by yourself that you release under a free license.
- Public domain images.
- Images made available by others, under free licenses.

Just remember, before you start uploading images to Wikimedia Commons and Wikipedia, make sure you have a source link and the authorship information, because this information will be requested when you upload the image. If you need more detailed guidelines, you can find them at [How to upload images to Wikimedia Commons?](#) guide.

HOW TO ADD PHOTOS OF OWN AUTHORSHIP?

If you took a picture or created an illustration yourself, you own the rights to them and, therefore, you can upload them to Wikimedia Commons without asking for someone else's authorization. When you are uploading an image of your own authorship to Wikimedia Commons, you are agreeing to share that image under a free license.

HOW TO ADD PUBLIC DOMAIN IMAGES?



For images older than 70 years counting from the death of the author (the photographer, cartoonist or painter), the copyright may have expired and the images will probably be in the public domain.

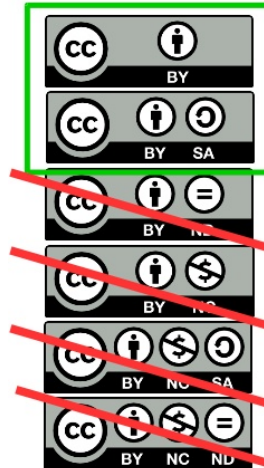
If you are sure that is the case, you can upload the images but make sure you are clearly saying they are in the public domain and you are attributing authorship. If you are **not sure**, we recommend you not to upload the image. If you do, you should know that the image could be deleted anyway. To be sure, first check our guide [How to find free images](#). In case you still have questions, you can contact us at visiblewikiwomen@whoseknowledge.org

HOW TO ADD IMAGES WHEN YOU ARE NOT THE AUTHOR?

Have you found an interesting photo but you are not the copyright owner? Before uploading it to Wikimedia Commons, make sure the author has clearly shared them under one of these free licenses:

[Creative Commons Attribution-ShareAlike](#),
[Creative Commons Attribution](#) or
[Creative Commons CC0](#)

Not all CC licenses are allowed on Wikimedia Commons, only the 3 mentioned above.



SOME EXAMPLES...

- **Example of image of own authorship.** [This photo](#) of the brazilian activist Jurema Werneck, was taken and uploaded by the user Watoncito. It is user Watoncito's own work, under a free license.
- **Example of image under public domain.** [This portrait](#) of the British painter [Elizabeth Emma Soyer](#) was made by the artist [Henry Bryan Hall](#). It is part of the world public domain by reason of the date of death of its author (1884).
- **Example of image freely licensed by others.** [This photo](#) of Espérance Nyirasafari, Minister at Rwanda, was uploaded by the user Señoritaleona. The photo is a file previously released by the author under a free license.

THINGS YOU SHOULD NOT DO

- **Do not upload images that could infringe copyright:** when you upload images that were not created by you, they must have free license or be under public domain. Remember to indicate the original source and attribute the author. If these rules are not met, the images will be removed.
- **Do not choose the first image you find on Google, without checking the copyright information.** You must verify that the images really are under a free licence. The best practice is to go to the source and look for the licence and other related data.
- **Do not choose an image, without checking the identity of the portrayed person.** Check several sources to be sure that this is the portrait of the notable woman you want to add to Wikimedia Commons and Wikipedia.
- **Do not be irresponsible or harmful with personal images and personal data.** Respect privacy and personality rights. If your image is a portrait, you should always ask for the consent of the person portrayed. Asking for consent is not necessary only when the person you are portraying is making a public appearance in a public event (for example: an athlete, a politician, a singer, etc.). [Here you have some guidelines about the rights of photographed people.](#)
- **Do not leave images empty of information.** Carefully complete the basic fields. For example: title, source and description. That way, other people will easily find the image and use it. Don't forget to categorize the image and to add the [Category VisibleWikiWomen](#). Making women more visible depends on this too.



RELATED RESOURCES

- [Getting and giving consent for images on Wikipedia](#)
- [How to upload images to make women visible on wikipedia and the Internet](#)
- [How to find images on the internet to illustrate wikipedia](#)
- [How to create drawings for Wikipedia](#)
- [How to ask for image donations](#)