

NTF WORKSHEET

Protecting your time, work and services

When putting your property on the internet, it's important to understand the risks of reproduction/work being taken without credit.

Here are some ways to protect your work:

- Including a watermark on your images
- Include your @ in the corner of your image
- Include a copyright symbol with your name on your image

If a company wants you to create work specifically for an interview task be mindful to not spend too much time on the piece – giving a good impression and showing your skills is important, but you're also worth the time you spend on it. For extra protection, add a copyright symbol/watermark to your images if you believe they would be easy to reuse.

Also, whether you're creating work for a pitch or interview, sending a Non-Disclosure agreement protects you from the client/company reproducing your work in any way. It's seen too many times in the creative industry, so if in doubt, create your template and send it across before any work is transferred.

A useful site to create your own: www.lawdepot.co.uk/contracts/non-disclosure-agreement/#.YGcECRP0k6U

It's important to value your work – write down something you've created that you're proud of...

Actionable tick-list to box-off today:

- ADD COPYRIGHT STATEMENT TO THE FOOTER OF YOUR WEBSITE**
- PUT A COPYRIGHT SYMBOL IN SOCIAL BIO**

For more information surrounding interviews, freelancing, invoices, contracts and more, head over to NTF Resources.