Comp3900

Intellectual Property & NonDisclosure Agreements

Donna Turner

Intellectual Property

- ♦ Intellectual Property (IP) is your creative work
- ♦ Your Client might have issue with this
 - Ensuring the security of sensitive information or valuable assets is important for Clients
 - You may be working with proprietary, or industry competitive information

NonDisclosure Agreements

- NonDisclosure Agreements (NDA) are different than IP contracts. They describe what you are allowed to say, and to who. But for our purposes we will lump them together
- BCIT has a standard form that deals with both topics
 - ♦ This is available from the course instructor on request
- In industry, it is standard to have employees/contractors sign IP or NDAs.
 - ♦ However, BCIT does not *require* you to assign your rights

The Process

- If the Client would like an agreement, we prefer to use BCIT's standard contract
- If that is not acceptable to the Client, BCIT Corporate
 Services will need to review the Client's contract

- ♦ DO discuss this topic with your Client early in the project
- Don't sign anything without speaking with your Supervisor

The Process

Collect an electronic copy of the NDA-IP contract from the course instructor and review it as a team



With the course instructor, discuss any questions or concerns you may have



Decide as a team if you want to proceed



Signed hardcopy contract is provided to the course instructor



All team members and a Client representative sign the contract



It so, update the agreement – one contract that names your Client and all members of your team



Instructor sends the signed contract to BCIT Corporate Services for review



If the contract passes review it goes to the Dean for finalization



The hardcopy is stored with Corporate Services and the team receives a completed electronic version

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