**Task 2**

To register a copyright, you need prepare some files including: an application form with your signature, certified copies of ID or passport and two original works. Then, you bring all the the documents to the copyright office of Vietnam and follow these steps. First, you fill in the register application form. Second you file the application form with fee, the official fee for register of copyrights depends on your specific work type. Once the payment is completed, your application form is attached an applicatiom number which is also called diary number. In the next step, you will have to wait for 30 days for no objection. If there is no objection, your registration is approved. Finally, you are received an extract from registration office. Copyright registration is really important because it not only helps prevent your work from dishonest behaviours such as duplicating or plagiarism.