Webinar and Recorded Demonstration IP Agreement

Presenter Agreement

Presenter retains	Ownership of original slides, software, demonstrations, and other intellectual property.
INCOSE receives	Permission to record, publish, preserve, and reasonably edit the official recording.

How this document is used

Each person who presents, demonstrates, or answers questions as part of an INCOSE-managed webinar or recorded demonstration (the “Presenter”) must sign one Agreement for that event. Recording and subsequent publication are required for participation. This Agreement does not cover chapter webinars, working-group presentations, or other virtual events.

1. Event and participation covered

This Agreement applies to the webinar or recorded demonstration identified on the signature page. It covers the Presenter’s spoken remarks and answers to questions, image and voice, and any slides, screen sharing, software demonstrations, or other material shown or heard during the event (collectively, the “Presentation Content”).

2. Ownership of intellectual property

The Presenter and other applicable rights holders retain ownership of their original materials, software, tools, and other intellectual property. This Agreement does not transfer copyright or other ownership of those materials to INCOSE.

3. Permission to record and publish

The Presenter grants INCOSE a non-exclusive, royalty-free, perpetual, worldwide license to live-stream and record their participation and to reproduce, host, transmit, publish, archive, preserve, and make available the official recording, including the Presentation Content as it appears in the recording.

INCOSE will make the complete recording available to INCOSE members for members-only events, or to the public when the event is designated as public. INCOSE may use webinar and hosting platforms for these purposes. This Agreement does not authorize INCOSE to distribute slide decks or software files separately from the recording.

4. Editing, captions, and excerpts

INCOSE may improve introductions or endings, trim pauses and technical issues, create shorter clips, add captions or transcripts, and use brief quotes or excerpts to promote the event or INCOSE's webinar program. Promotional excerpts may be public even when the full recording is restricted to members. Edits must not materially change the meaning of the Presenter's contributions.

5. Presenter name, voice, and likeness

The Presenter permits INCOSE to use their name, title, organizational affiliation, supplied biography or photograph, image, and voice in the recording and in communications related to the event. INCOSE will identify the Presenter when reasonably practical.

6. Permissions for materials and demonstrations

The Presenter is responsible for determining whether permission from an employer, organization, customer, or other rights holder is needed and obtaining that permission before the event. By signing, the Presenter confirms that all permissions needed for INCOSE's uses under this Agreement have been obtained, including for employer-owned materials, software, screenshots, videos, images, and other third-party content.

The Presenter will not knowingly include confidential information or material they are not authorized to present. The Presenter will promptly notify INCOSE of any rights concern and cooperate in resolving it.

7. Responsibility for permissions claims

If an employer or other rights holder makes a claim because the Presenter failed to obtain a required permission, the Presenter agrees to cover INCOSE's reasonable resulting losses, costs, and legal fees, to the extent permitted by law. This does not cover claims caused by INCOSE using content beyond the permissions in this Agreement.

8. Control of the official recording

INCOSE creates and controls the official recording, including decisions about hosting, editing, and distribution. INCOSE owns its recording, subject to the underlying rights of the Presenter and other rights holders in the Presentation Content.

Participation does not give the Presenter or their employer ownership of INCOSE's official recording. A Presenter or employer must obtain INCOSE's permission before independently distributing a copy. INCOSE may restrict or remove a recording if rights, permissions, or other serious concerns arise.

9. Governing law and questions

This Agreement is governed by the substantive laws of the State of Indiana, without reference to conflict-of-law principles. Questions about rights or permissions should be directed to permissions@incose.net.

Presenter Information and Acknowledgment

Complete one Agreement for each INCOSE-managed webinar or recorded demonstration. By signing below, the Presenter agrees to the terms on pages 1 and 2.

Event Title

Event Date (Day Month Year)

Event Type (Webinar or Recorded Demonstration)

Presenter Full Name

Presenter Email

Organization / Employer / Affiliation

Presenter Acknowledgment

I understand that my participation will be recorded and that INCOSE will publish and retain the recording as described in this Agreement.

I understand that my materials remain the property of their respective rights holders, and that this Agreement does not transfer ownership of those materials to INCOSE.

I confirm that I have the necessary authority and permissions to participate and to allow the uses described in this Agreement.

Presenter Signature

Date Signed