Open Music Initiative Summer Lab Expectations Form: Please read the expectations for participation in the Open Music Summer Lab, then add the date and your signature at the bottom of the page.

1. **As a Fellow with the Open Music Initiative, you are participating in a Berklee College of Music program, facilitated by IDEO, and are thus expected to follow the policies outlined in Berklee’s Student Code of Community Standards and Berklee’s Equity Policy.** A welcoming and inclusive culture is essential to maintaining Berklee’s role as a leader in music education, and Berklee highly values the dynamic environment that results when students, faculty, administrators, and staff from diverse backgrounds come together to learn, live, and work. Be aware and mindful of the language you use, your behavior, and your professional demeanor when participating in the Lab. This includes not using or promoting hate speech, or other discriminatory or harassing language or behavior, through any means or media.

2. During the Lab, you may develop ideas, services, products, experiences, content or other technologies as part of your participation in the Lab. Anything produced by anyone during the Lab is not owned by anyone, neither Fellow, nor artist, nor guest, nor Open Music member, nor sponsor, nor any other participant. Thus, products or technologies developed during the Lab can be built upon or commercialized independently after the Lab, by anyone, as long as it does not contain pre-existing intellectual property already belonging to someone. If it does, it is the sole responsibility of the person or entity wishing to develop the concept to negotiate independently with that rightsholder.
   a. If you would like to declare intellectual property that you are bringing for possible use during the Lab, please check the box below and name and specifically describe the intellectual property you are bringing (e.g. an API, a song, a beat, lyrics, visual art, etc.).
      ❑ I am bringing intellectual property for possible use in the Lab. The intellectual property I am bringing is the following (you may provide attachments if needed):

      _____________________________________________________________
      _____________________________________________________________
      _____________________________________________________________

3. Be on time. A lot of planning and coordinating has gone into the day-to-day logistics of the Lab, so please show respect to the Lab leaders and the other Fellows by showing up at the appropriate time.

4. No 21+ Fellows should purchase alcohol for younger Fellows in the Lab. **All students are expected to abstain from consuming alcohol and/or other illicit substances while participating in the Lab, Monday-Friday, 9:00 am - 5:00 pm.**

5. Health and safety are of the utmost importance. Practice positive self-care, look out for other Fellows, and make sure you have any/all appropriate Lab contacts in your phone. The Lab has the potential to be demanding. If you need to rest or take some time to yourself to recharge, please do so. We only ask that you let someone know if you are having concerns about self-care or personal health that may impact your participation in the Lab.
6. Over the course of the Lab, you will be using co-working spaces including IDEO’s coLab and Workbar Central. Please be respectful of all staff, workers and guests in these spaces, as well as your surroundings. This includes cleaning and removing materials from spaces after you’ve used them, respecting others’ belongings, and not disrupting others when you are in a common space.

7. Please make sure you also complete the OMI Summer Lab Waiver Form. This form is very important because it provides crucial emergency contact information and contains information regarding the College’s liability policies.

By signing this document, I am agreeing to abide by all of the abovementioned policies and expectations while participating in the Open Music Initiative Summer Lab with Berklee College of Music.

Your signature: ________________________________

Your printed name: ______________________________

Date of signature: ______________________________