CHECKLIST

# Writer collaboration checklist

- [ ] Ask what the finished work looks like and who owns which part
- [ ] Agree how credit appears and where your name will sit
- [ ] Clarify how complete the text is before you begin images
- [ ] Decide on the level of interpretation the writer expects
- [ ] Build revision rounds into the original agreement
- [ ] Agree on file format, colour space and who assembles the layout
- [ ] Discuss payment structure and how production costs are split
- [ ] Speak up as soon as the original plan stops working
- [ ] Coordinate how each of you will promote the completed project