

## Welcome to ContentLab!

ContentLab.io is focused on delivering high-quality technical articles, tutorials, marketing materials, and product support information to tech industry leaders. We are trusted content creators by some of the world's largest technology firms, including Adobe, HubSpot, GrapeCity, and Microsoft, to name a few.

Our success formula for connecting brands to technical audiences is providing fluff-free, technical content at scale to reach every part of the developer experience. **Simply, ContentLab creates content that developers actually like to read.** We're fueled by sharing knowledge openly, challenging the status quo, and trying new things. We're a collaborative, supportive culture, where we empower our authors to reach their full potential. We are creating an active community that is reshaping the technical content creation space, one piece at a time.

## What's in it for me?

When you become an author in our talent pool, there are some pretty great perks:

- Get paid well to write about your passions, while educating other developers with your own voice
- Discover new technologies, and have the opportunity to work firsthand with large companies such as Adobe, Hubspot, Microsoft, and more
- Collaborate with a full editorial team and create polished pieces of content
- A fully remote and flexible freelance schedule means you choose when and where you work

## Are you speaking our language?

At ContentLab.io, we create content that covers a wide variety of frameworks and languages.

To give you a sense of our scope of topics, our clients are always looking for authors with technical expertise on *AI/ML or related fields, Cloud, Mapping, DevOps, Kubernetes and Docker, Testing, Serverless, Database & Data Orchestration, UX/UI, Web, SDK, ASP.NET, .NET, node.js, AWS, Angular, React, VueLanguage, JavaScript, Python, C#, C++, Go, Java, PHP, Swift, Kotlin, Ruby, Cloud Containers, Database & NoSQL, Data Analysis, Rest API, and Security Testing* just to name a few!

## An Overview of our Content Creation Workflow

### 1) Connecting authors with work

We'll match you with writing opportunities based on your expertise. Once we identify a writing opportunity that matches your profile, we'll let you know the topics and project details via email. If you're interested in the opportunity, and the project dates work for you, let us know as soon as possible! Opportunities are at a first come, first served basis.

### 2) Writing the content

You will have 2 weeks to create the content, unless otherwise noted. We will always communicate deadlines with you, and we'll check in with you twice from the project start date to the due date to ensure you're on track for delivery and have no questions.

**We value communication: if you find you can't finish the job, or are struggling with subject matter or timelines, let us know right away!** Our team must monitor deadlines to ensure we are providing our clients quality content, on time. If, for any reason, you are unable to meet the due date of the project you agree to, we must be notified as soon as possible. Any projects that are submitted late without any prior communication (at least 48 hours in advance) will be subject to cancellation and no payment.

#### Getting started:

Once you agree to a writing opportunity, you will be notified of the next steps. The next steps will include a confirmation of the project details, payment, and due date, along with a link to deliver the content via our platform, Shortlist. Instructions on how to deliver the content will be included in the request itself.

### 3) Review & Collaborating with ContentLab and Clients

We have an intensive editorial process in place to ensure the best quality work is published. This means that at different stages of our review process, once you've delivered the work, a member of our team, or our clients, may ask for revisions. We ask that you address these revisions in a timely manner so that we can deliver content to our clients on time.

## 4) Payment

The payment sums for a writing opportunity will be determined based on the scope of work involved and will be presented to you when we contact you with the opportunity details. We pay by the piece, and not per word or by the hour. Payment will be made once ContentLab approves the work. Once approved, the payment will be deposited at month end. We make payment to the payment method you entered in ShortList, so be sure to include full details.

If you have any questions feel free to get in touch!