

Inclusive Illinois Student Advisory Group

VIDEO PROJECT CONTEST

Guidelines

In an effort to celebrate Inclusive Illinois, and its vision and values, the Inclusive Illinois Student Advisory Group is sponsoring an “Inclusive Illinois Video Project Contest.”

University of Illinois students are encouraged to submit a 3-5 minute video presentation that best describes the amazing Illinois Experience of diversity and inclusivity. This video will be used to showcase campus in a way that informs future students about campus before they arrive. We encourage that it highlight the value of the intersection of identities that each student brings to campus.

Each contest registrant must supply any participating students with the Photo Permission and Release Form before any filming takes place, per University Guidelines. Once the video is completed, please submit the video and form(s) to inclusiveillinois@illinois.edu, or drop them off at the Office of Equal Opportunity and Access, 100 Swanlund Administration Building, 601 E. John Street, Champaign. **Once permission is granted by the participating student(s), filming can begin.**

Each submitter grants the University a non-exclusive license to use, publish, display, reproduce, and distribute the submitted images and video, in whole or in part. All rights to the original work are retained by the copyright holder. Captions may be used as submitted or rewritten. By submitting the file, you agree that you're responsible for securing all necessary permissions, that you have obtained them, and that the University can remove the image in its sole discretion at any time.

All videos will be judged by the Inclusive Illinois Student Advisory Group. The winning video project submitter will be notified by May 1, 2009, and the video will be available on the Inclusive Illinois Web site, as well as on I-Start under the Office of the Dean of Students.

Contest begins MARCH 16, 2009.

Project submission deadline is APRIL 17, 2009.

Please email inclusiveillinois@illinois.edu with any questions.

THANK YOU!

Inclusive Illinois Student Advisory Group

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Share your Inclusive Illinois experience by emailing a photo or video to inclusiveillinois@illinois.edu. The Student Advisory Group will select the video that showcases the most diversity at Illinois, in a comprehensive way, to be displayed on the Inclusive Illinois Web site and on I-Start. Anyone may submit a file as long as it is relevant to the vision and values of Inclusive Illinois.

What to Send

Include your name, phone number, and a description of what's happening, including who, what, when, where, how, and why.

Photos must be less than 5 MB and videos should be no longer than five minutes. Videos must be either a Quicktime (.mov) file, a Flash Video file (.flv) or a Windows Media file (.wmv). Only one submission a week, please, of good, clean fun only; while creative, offbeat, and inventive images are welcome here, if you wouldn't share them with your extended family at a holiday dinner, you probably shouldn't submit them.

Submission Guidelines

Each submitter grants the University a non-exclusive license to use, publish, display, reproduce, and distribute the submitted images and video, in whole or in part. All rights to the original work are retained by the copyright holder. Captions may be used as submitted or rewritten.

By submitting the file, you agree that you are responsible for securing all necessary permissions, that you have obtained them, and that the University can remove the image in its sole discretion at any time.

If you have questions or concerns, please email inclusiveillinois@illinois.edu.

Your Obligation Regarding Video and Photo Permissions and Releases

Rules regarding permissions needed for photography and video, especially on a university campus, are not entirely black and white. However, these guidelines can help you decide when a signed release from the subject of those photos or videos is required, recommended, or not necessary.

Formal photo or video shoots

Formal photo or video shoots would include such events as interviews, classroom presentations, brownbag presentations, and guest speakers.

1. The creator/submitter needs to get signed releases from all subjects photographed or videotaped.
2. It is your responsibility to maintain a file of signed authorization release forms with reproductions of images/video for reference.

University (public) event or crowd photography

The intended use of the image is critical. If it is used in a reportorial manner (to report on what happened at a public event) then, like newspapers and magazines, permission is not necessary. However, if any more commercial use is intended, it is more likely it is that permission must be obtained from those people who are identifiable in the image.

1. The more an image easily identifies a specific individual, the more likely it is that written permission from the person photographed/videotaped is necessary.
2. If you plan to attach the name of a participant to a particular photograph in your promotional materials you should make sure that you have a signed release from that person.
3. Group and crowd shots, where individuals are not easily identifiable, do not require specific permission from all individuals appearing in the image you are planning to use.
4. The more extensively you plan to use a particular image, the more likely it is that permission should be obtained. (For instance, the one-time use of an image of a student sitting in a public place that's used to promote a particular program may not require a signed permission form, but if that image becomes the focus of promotional materials for your program or you plan to loan the photo out to other university units for use in their publications, you should have a signed release.)
5. You also need to be sensitive to how others may want to use the photo/video if you loan it. Keep a record of who you loan the photo to and how the photo will be used.

6. Most complaints about improper use of a photograph/image arise when a person or their parents believe that you have gained some advantage over them or have held them up in a false light to be ridiculed or embarrassed. Therefore you should review all photographs and images and do not use unflattering images that would embarrass the subject of the photograph/image.

7. Remember that if an Illinois student is not yet 18 years old, the release must be signed by a parent or legal guardian.

8. It is your responsibility to maintain a file of signed photo release forms with reproductions of images for reference.

<http://publicaffairs.illinois.edu/resources/forms.html>

Talent release form

Video/Photo/Audio Consent Form

I, the undersigned, do hereby consent to the use by the University of Illinois at Urbana-Champaign of my image, voice, or both described below, in (1) the video, photograph, or audio recording described below; and (2) any video, photograph, or audio recording reproduced either in whole or in part from the video, photograph or audio recording described below: regardless of whether these materials are used for fundraising, advertising, publicity, or any other purpose on behalf of either the university or its Foundation.

I warrant that I have the full right and authority to grant this consent.

In addition, I waive all claims to compensation or damages based on the use of my image or voice, or both, by either the university or the Foundation. I also waive any right to inspect or approve the finished photograph or video or audio recording.

I understand that this consent is perpetual, that I may not revoke it, and that it is binding on my, my heirs and assigns.

I warrant that I am at least 18 years of age and that I am competent in my own name insofar as this consent is concerned. I further attest that I have read this consent form and fully understand its contents.

Description of video, photograph, or audio recording:

Printed name of talent

Age of talent _____

Address of talent: _____

Signature of talent: _____

Date: _____

Name and address of photographer/videographer:

2/2/2006 Form