

HOW TO CREATE A VIDEO INTERVIEW

# #TAKE ON THE WORLD



## Introduction





Are you ready to **#take on the world**? By creating a video interview for the British Council, using just a smartphone, you and the rest of your film crew could be flying to New York for the creative tour of a lifetime.

Written with the help of journalists and filmmakers, this guide will show you the basics. Check it out – and use it as a 'crib' sheet as you go along. But remember that two things will make your video really watchable: the person you decide to interview – and how you capture their story.

We've broken this guide into five simple steps:

- 1/Form Your Film Crew Page 3
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www.britishcouncil.org/studyworkcreate

## 1) Form Your Film Crew



Sometimes when you **#takeontheworld** it's good to have some back-up. So if you feel like you need a Teacher or Youth Worker to help pull this project together, it's your call.

First up, think about the roles you need to fill and who would be best to fill them. You wouldn't put David Beckham in goal or make Rita Ora play the drums!

Try to work out the strengths and the passions of each team member. The maximum team you can enter by the way is 4 people (but 2 or 3 would be enough to handle things). We would not suggest that you attempt this as a solo project.

The first job is to decide who will lead your team, whilst everyone should have a voice, you need someone who will take charge, helping to ensure everyone is heard and deciding the best way forward for the team. This is the role of the Producer. They will take responsibility for all the logistics – from finding and securing a location, to ensuring the person you are interviewing is fully briefed (shoot date, location, subject matter etc.). On the day this person will help everything run smoothly.

Next, decide who's best to be your Interviewer. If you are confident in front of the camera and can think on your feet when things don't quite go to plan, you may be the right choice. But the ability to listen and give feedback is also important.

Who is going to be in charge of filming? Which member of your team has the best eye for framing subjects? Who takes the most selfies? Who has a passion for filming stuff all the time? Who has the steadiest hands? They should be your Camera Operator.

The final responsibility to be covered is that of Director, someone to ensure that on the day the filming gets done and that you get all the shots you need for your edit. Working with your Camera Operative and your Interviewer, as well as the personyou are interviewing. They get the exciting role of shouting action and cut!

OK, crew assembled? Now you can plan who to film, where you will film them, what to ask and how you can win the competition. Just remember to go to

#### www.britishcouncil.org/studyworkcreate

and register your film crew for the competition.

Name	Role	Responsibility

## 2)The Plan





Starting this project you feel a huge temptation to just click on video on your phone and give it a go. Whilst you can learn a great deal from jumping in, your results will be far better if you plan.

Think of going on a date; you plan your outfit, you plan where to go, you think about what you are going to say, in the hope of having a good time. Without the focus on preparation you turn up with dinner down your top, your hair out of place, at a venue that's shut and with nothing to say then you have to work so much harder to make the date successful.

#### Who will you interview?

Start by thinking about whom you would really like to interview. Maybe you know someone who has gained a lot of life experience from having travelled or worked abroad? If you need some inspiration then try Google. Make a long list of all sorts of people who you all think will have interesting stories to share. People you think you would likely get a positive response from if you approached them.

#### How will you reach them?

Once you have your list start thinking about the best way to approach them and what you will say when you do. Using social media is one route, but you will be able to say so much more in an email or a face-to-face conversation than in a tweet. Each communication should start with grabbing their attention. This should be something inspiring and teasing them to want to learn more. Remember never to be rude or a nuisance, this will quickly result in a 'no' or worse, no response at all.

**Tip:** We asked our Interviewees to: 'help inspire a generation of young people'

#### What will you ask them?

Work out as a team, which topics you would like to discuss. Pick the most interesting and have open questions that are easy to answer. For example, asking 'Are you happy in your job?' would likely get only a 'yes' or 'no' response. Short and not very interesting viewing!

So try and add questions that might lead to longer, deeper answers. For instance, instead try 'What bits of your job do you enjoy the most and why?'

Completing 'The Plan' could contribute towards your written communication skills. See the Skills for Life page 15 for a full breakdown of skills that you could get by completing this project.

## 2)The Plan



#### Some sample questions:

Tell me how you ended up doing what you do?

What's the furthest you've gone to get a job?

What is the biggest lesson you have learnt that you think would be helpful for others?

What has been the trickiest situation you've ever had to get out of?

If you could give advice to your 16-year-old self what would you say?

Research the background of the person you are interviewing.

(If say, you were interviewing Simon Cowell, you would probably ask him about how he got started in the music business.)

So if you are interviewing a local business owner, why not ask them who inspired them to start their business and what they has learnt from being their own boss?

Once you have some questions have a run through. Get someone (a team member or your teacher/youth worker) to play the person you are interviewing. Work out which questions got the best answers and drop (or change) anything that didn't really work.

Oh, and finally, all decide on the correct order to ask them in.

Be organised. Write your questions down just so you don't lose track of where the interview is up to.

**Tip:** Get yourself a spiral bound notebook so you can also make notes as you go. Then, if anything great comes up as the interview progresses you can follow it up in more detail.

#### Choosing a venue

Make sure you choose somewhere that your interviewee will feel comfortable but also somewhere that provides a good background for your shoot. Something relevant to their work or what they are talking about is useful, somewhere that's interesting but not too distracting. One big tip is to avoid really noisy locations (background traffic etc.) as you won't be able to hear what they say when you play it back. Somewhere like a café, on the other hand, won't be so distracting.

#### **Equipment**

Keeping it simple is the key here. Below are some simple tips for shooting on a camera phone.

If you are filming on a phone, most cameras are HD quality and if your subject is close to the phone (as they'll need to be to fit head and shoulders into frame) then the microphone should record decent quality sound. Practice first, in different locations and check the results.

A lightweight tripod and adaptor for a phone are also useful and cheap. If you don't have a tripod steady your phone by either resting it on something or holding it with both hands and keeping your elbows tucked in against your body.

**TIP:** Keeping the shot steady wiil allow the viewer to focus on the interview instead of the camera movement

If your interviewee can't meet you face to face, you can always offer to interview them via Skype. For this approach you will need their Skype details to add them as a contact. There are a number of online tools for recording Skype calls. Here are two that we've picked:

https://support.skype.com/en/faq/FA12395/how-can-i-record-my-skype-calls

http://www.kandasoft.com/home/kanda-apps/callnote-skype-call-recorder

We interviewed Matt Elek from Vice magazine via Skype. You can see the video here

http://youtu.be/gL4hLVdjD2I

Before your Skype interview, record a test video call to one of your friends and check the playback of both the video and audio so that you are confident everything works.

**Tip:** If both the interviewer and the interviewee wear headphones, you'll get better results.

## 3>The Shoot





#### Set up

If you are filming in a public place then go and visit it (do a 'recce') a couple of days before. Set up your equipment, get one of the team to sit in the frame and work out what camera angles you are going to use.

If you've never been to the location before then on the day of the shoot, it's a good idea to get there early so you can be all set up by the time your interviewee arrives. This way you can iron out most of the potential problems and pitfalls that are an inevitable part of any filming. It may sound obvious but make sure your camera is in landscape, not portrait. Then all switch your own phones to airplane mode to avoid any loud ringtones going off!

Avoid direct sunlight and instead go for somewhere with good, constant light. Keep the main light source in front of your subject and watch out for any reflections of your camera (or crew) in the viewfinder. (It's a good idea to get your team members to stand behind the camera and not wear bright (or white) clothing.

## 3>The Shoot



Position the interviewee on the left of frame with the interviewer sat to the right of the camera (or vice versa). Make sure the subject isn't too far away (head and shoulders in frame, with a little headroom). You can also use a second camera to 'pull back' to do a 'wide' shot to add variation in the edit.

Before your interviewee arrives it's a good idea to set up and get one of the team to 'sit in' where the interviewee is going to be. That way you will be ready to go – except for maybe having to adjust for a difference in height if your interview is 7 feet tall! Everything else you can check now. Take some footage then play it back to check everything is working ok.

There are different styles of interviews. Some involve filming the interviewer asking questions, some with relevant additional footage added (B-roll), others with just the interviewee in the frame. Here, a good tip is to brief the interviewee to repeat your question at the start of their answer each time. This is so when you edit it together without the interviewer it all makes sense.

Whichever way you go, you need to decide your style before you film. Make a note of any other shots you need to get as 'wild' shots to add atmosphere while you are at the location. Shoot more than you need. It's better to have too much choice in the edit than not enough. But make sure you cover all the points you set out to.

For further guidance you can check out a video tutorial from filmmaker Chris Jupe here

#### http://youtu.be/pSuNHN3Lepk

One of the secrets of good interviewing technique is to put everyone at ease before you film. So when you meet your ambassador, have a friendly chat about the weather, their journey to work or how excited you are about the project, just to get off to a good start.

The best interviews are just conversations between two people on camera. The secret is to be yourself, forget the camera and don't be nervous. Just watch a few chat shows or the breakfast news for inspiration.

Another secret is not to rush. Relax and take your time. When you ask your question, politely look at your interviewee while they answer then let the conversation flow naturally. It will also help with any edits you want to make later if you let them finish their answers before starting on your next question. Also don't be scared to improvise and think on your feet when things get interesting.

At the end of the interview, thank them warmly for their time and ask them if there's anything they would like to say. Just when you think it's all over, you often get the best moments in the whole interview. So don't switch off!

NOTES:

## 4)The Edit





The tighter your edit, the smoother your film will flow. What you do in the edit will help make your film watchable.

# NB. 3 minutes is the maximum length of time for your video.

There are no hard and fast rules: you can make the edit as complicated - or as simple as you like. All one shot, or cut it up like a music video. (Just so long as what you are trying to say doesn't get lost.) The style really depends on what you want to say with your footage.

If you're editing on your phone, there are lots of Apps that can perform simple editing tasks, or create more complicated effects. Again, keeping it simple is good advice. You'll find a good guide to get you started here

#### http://www.stuff.tv/six-best-video-editing-apps/feature

Watch your interview back and make some notes on possible edit points and ideas for cuts/intercutting footage etc. You should easily be able to agree on what you want to keep and what can go. (Just keep in mind what you're trying to communicate with your film and lose anything that isn't helping.) The more you apply this rule, the better your end result should be

If you have lots of good material you will be spoilt for choice on what to leave out. It's much better to be in this situation than trying to pad things out.

The use of titles are important even if you introduce the interviewee with a voice over or on camera. This is something you can play about with in the edit and see what works best. Keep any titles simple and legible, giving the audience enough information but not too much (and keep them onscreen just long enough for people to read them). A name and general area of work are usually enough. Traditionally, this would appear as the interviewee first speaks.

#### **Music Clearance**

If you are thinking of adding a soundtrack to your video, you usually need to get permission to use, copy, adapt, share or distribute somebody else's creative work (for example, music, images, text or video clips. If you want to use materials protected by copyright, you can get permission in the form of a licence. To find out more, see 'The Copyright Hub'.

#### http://www.copyrighthub.co.uk/get-permission

For a useful library of music that you can buy the licence to use, see Audio Network. Many schools and colleges can access free library music through

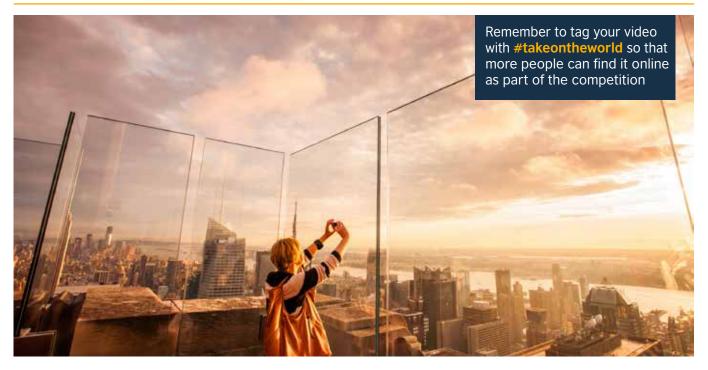
#### https://audionetwork.lgfl.org.uk/terms.aspx

so check whether your teachers/trainers have access to an account.

'The Edit' meets ICT Skills. See the Skills for Life on page 15 for a full breakdown of skills that can be attained by completing this project.

# 5) Upload and Share





#### **Upload**

Uploading to YouTube has never been easier – and sharing your video in the correct format will ensure it gets the attention it deserves. Make any final edits you need to and save a copy on your computer. This Master Copy should to be in one of the following formats for You Tube upload:

#### **Correct Formats**

AVI, 3GPP, MOV, MP4, MPEG, FLV, M4V, WMV or WEBM. Double check you've the right format.

Go to YouTube and make sure you're logged in (if you use Gmail or a Google+ account, you'll most likely already be logged in). Then simply click the 'Upload' button in the top right corner of the homepage. Next, simply click 'Select files to upload' and choose your video. (Alternatively, drag the video from your desktop onto YouTube. Once you've selected your video, hit 'Open' and the upload starts.)

Once uploaded, you'll be asked for a title, description and tags. A simple, upbeat introduction will help your video reach more people. Choose a simple title to make the video easier to find. Your description should include the basics about the video, as well as information on why you're sharing it.

Be careful to use correct grammar and avoid colourful language! Tags will give your video a wider audience, but don't choose tags unrelated to your video. For example, a video about holidays in Thailand could include the following tags: travel, Thai, Asia but shouldn't include things like: Xbox, internet, MUFC.

Finally, we need your links! Fill in the entry form here

https://www.formstack.com/forms/?1842732-e3wk3hzQ4M

and include a public link to your YouTube video. Sorted.

#### To recap:

- Choose a simple title
- Use relevant tags (including **#takeontheworld**)
- Give a brief description
- Make sure your video is public
- Do any final editing before uploading
- Clear any music/images you want to include
- Make sure the format is correct for YouTube

# 5>Upload and Share



#### Share for success:

Sharing your video is key to getting plenty of people watching it. You can increase the number of views by sharing it on Facebook, Twitter, email and Google+.

Here are a few tips to share for success:

- Once you've uploaded your video, you'll have the option to share it straight away. YouTube gives you the option of sharing it on Google+, Facebook and Twitter, so if you have those accounts, it's a good idea to share away! YouTube can also provide you with a link to send to your friends via email keep this link for later.
- When your video appears on your Facebook timeline, it may not appear to everyone (or people might miss it). To get friends and family to spread the word, click the share button beneath your video on Facebook and click 'on your own timeline' a drop down menu will appear. From here you can choose to post it on a friend's timeline, a group or a page.
- If your friends don't mind, you could also tag people and ask them to share the video in the caption or comments for your video.

- On Twitter, things move fast so it helps to tweet your friends with the link to your video. Remember to either tag them in the middle or at the end of the tweet, or include a full stop at the beginning of the tweet – this will allow more people to see it.
- > Using hashtags on Twitter will let more people see your hard work. But remember: keep them relevant and simple (#takeontheworld).
- Why not ask your college to share it? If they have Twitter or Facebook (and you ask nicely), they may post a link to the video on your behalf. The same goes for any groups or clubs you're a member of.
- > Just ask: when you post your video, say that you need people to share it. Be polite, and don't spam people they definitely won't watch or share it then.

By sharing your video across social media, you're giving yourself every chance of having a hit on your hands. Just remember to tell people what the video is – and explain why they should watch it.

Remember to enter your video here

https://www.formstack.com/forms/?1842732-e3wk3hzQ4M

NOTES:

# Interview Questions



Jot down your initial thoughts on what questions you would like to ask your interviewee.
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## Links to Resources



#### Young Film Academy (YFA)

A leading UK provider of filmmaking courses, schools film making programmes, kids film parties and film making outreach events to young people aged 6-19. They have a link to resources and tools

http://www.youngfilmacademy.co.uk/student-zone/resources

Filmmaking Apps recommended by Raindance www.raindance.org

Indiewire's best filmmaker apps www.indiewire.com

**Useful smartphone apps from The Black & Blue** www.theblackandblue.com

New York Film Academy best free filmmaking apps suggestions www.nyfa.edu/

Seven best iphone/ipad apps for use by amateurs or pros www.appspicker.com

Huge range of free android apps for movie making www.appcrawlr.com

**10 filmmaking apps for iphone, ipad and itouch** www.creativeblog.com

#### Apps for recording Skype calls

https://support.skype.com/en/faq/FA12395/how-can-i-record-my-skype-calls

http://www.kandasoft.com/home/kanda-apps/callnote-skype-call-recorder

Apps for editing video on a smart phone http://www.stuff.tv/six-best-video-editing-apps/feature

Obtaining permission to use music or images <a href="http://www.copyrighthub.co.uk/get-permission">http://www.copyrighthub.co.uk/get-permission</a>

## **Times Education Supplement has resources** for teachers

http://www.tes.co.uk/media-studies-secondary-teaching-resources

#### Tips from the BBC

http://news.bbc.co.uk/1/hi/school\_report/resources\_ for\_teachers/9542588.stm

#### Journalism blog

http://www.journalism.co.uk/tip-of-the-day/-tip-of-the-day-from-journalism-co-uk--tools-for-beginner-data-journalists/s419/a561661/

## Other information



There's a world of international opportunities out there for you to discover. Here are our some of our recommendations for you to explore.

#### From the British Council

Study Work Create provides a range of international opportunities for young people in the UK to study, work, volunteer or develop their creative talents overseas. Have a look at www.britishcouncil.org/studyworkcreate to find out where in the world you could go.

#### From International Citizen Service (ICS)

It is a once-in-a-lifetime volunteering opportunity open to all 18 to 25-year-olds. It gives you the chance to work side-by-side with local volunteers in developing countries, to make a meaningful contribution to fighting poverty, and to gain valuable skills that will stay with you long after the 12-week placement is complete. ICS is led by VSO in partnership with respected development organisations. All in-country projects are run by partners with expertise in international and youth volunteering.

#### Find out more

http://www.volunteerics.org/about-ics/who-can-takepart

#### From VSO ICS

For anyone aged 18-25, a once-in-a-lifetime opportunity to spend three months volunteering abroad in Africa or Asia. Working alongside young in-country volunteers, you will contribute directly to genuine development projects. With VSO ICS, you could work with local volunteers on a range of projects designed around community need in five core areas:

- Youth employment
- **Education**
- Youth leadership
- Access to healthcare
- ) Climate change

For example, you could help to educate other young people, set up youth clubs to involve young people in the community, carry out research into health service access, or create campaigns for social change.

#### Find out more

http://www.vso.org.uk/volunteer/opportunities/vso-ics-for-18-25-year-olds

By the way, there are other ways can get a taste of the 'international'... here are some of our ideas that can help build your skills an open your eyes to a world of possibilities.

- Why not study for a language courses there are lots of free online courses to get your started or buddy with an international student at your college
- Get your local community/college/youth group involved in an international project
- Go to an international film festival where you can see, hear and learn about new cultures in a fun way

## Skills for Life



#### **Skill standards**

Some of you may be studying for 'skills' qualifications alongside your usual courses that are key to learning and working in today's world. Employers have identified certain skills as those that are most likely to be needed in any work environment.

So we've put together a quick list for you to see, how by completing different elements of this project, could link to the skills qualifications you might be doing right now.

Check with your teacher/youth worker if you are not sure which one you are doing.

## Skills for Life



#### Coverage and range

#### For England: Functional Skills

Functional Skills are qualifications in English, Maths and ICT that will equip you with the basic practical skills required in everyday life, education and the workplace.

#### English Levels 1 and 2

- > Speaking, listening and communication (interviewing your interviewee)
- Reading/Writing (completing your plan)

#### ICT Levels 1 and 2

- > Using ICT
- > Finding and selecting information (researching your interviewee)
- > Developing, presenting and communicating information (making and editing your film)

#### For Scotland: Core Skills

The five Core Skills are: Communication, Numeracy, Information and Communication Technology, Problem Solving and Working with Others. Each Core Skill is available at levels 2 to 6 of the Scottish Credit and Qualifications Framework (SCQF).

This project could contribute towards the following skill areas:

- > Communication (interviewing your interviewee)
- Information and Communication Technology (making and editing your film)
- > Working with others (forming your team)
- > Problem Solving (finding a place to film)

#### For Northern Ireland: Essential Skills

Essential Skills course may help you to get on at home, work or in life and this project could contribute towards the following skill areas:

- Reading, writing, speaking and listening (interviewing your interviewee and planning your questions)
- > Use of computers and technology (making and editing your film)

#### For Wales: Essential Skills

The current Essential Skills Wales and Wider Key Skills are available from Level 1 to Level 4. The ESW and wider key skills qualifications are currently required for attainment of the Welsh Baccalaureate and the ESW qualifications are required for attainment of apprenticeships

This project could contribute towards the following skill areas:

- > Working with others (forming your team)
- Problem solving (planning the shoot and finding a place to film)
- > Improving own Learning and Performance (researching and interviewing an interviewee)

**NOTE:** Text in brackets and italicised are our suggestions on how each skill could be developed through one aspect of the project.

## Terms and Conditions



#### 1. The Competition

This competition is to create a video interview and is being managed by the British Council. We want you to create a film, no longer than 3 minutes long which records the best stories from people who have broadened their horizons by travelling. Films must be made using a smart phone and uploaded to Youtube with the tag #takeontheworld. You will need to submit your entry via the submission form as a team of a maximum of up to 4 people who are currently in Further Education.(the 'Competition').

#### 2. Territory and eligibility

The Competition is open to UK residents aged 16 -25 years old who are in Further Education. Where a participant is under the age of 18, his/her entry must be submitted on behalf of the participant by a parent/guardian over the age of 18 years who, in submitting the entry, agrees to and accepts these Competition Rules.

Only one entry per team is allowed.

Entry to the Competition is free of charge although participants are responsible for their own costs of conecting to the Internet and producing the film.

#### 3. Competition dates

The opening date of the Competition is 09:00am on Friday 3rd October 2015 GMT time and the closing date is 00:00 on Sunday 30th November 2015 GMT time.

Any entry received before the opening date or after the closing date will not be included in the Competition. The British Council accepts no responsibility whatsoever for any technical failure or malfunction or any other problem with any system, server, provider or otherwise that may result in any entry being lost, delayed or not properly registered.

The Competition winners will be notified between Monday 1st December 2014 and Monday 8th December 2014. This notification will be made to the email address provided by the winning team when registering for the Competition in accordance with section 4 of these Competition Rules. In this notification, the British Council will inform the Competition winners of how to claim their prize and of any additional information or steps required to enable the British Council to provide them with the prize. The British Council reserves the right to award the relevant prize to another Competition participant if the prize is not claimed within 2 weeks after such notification.

#### 4. How to enter

The Competition will be promoted through www.britishcouncil.org/studyworkcreate

To enter participants must access the www.britishcouncil.org/studyworkcreate and then follow these steps:

- > Register your team
- Read the 'How to create a video interview guide'
- > Watch the quick guide to shooting videos on your smart phone

#### http://youtu.be/pSuNHN3Lepk

- > Accept these Competition Rules by clicking the 'I Accept' button
- > Complete the submission form
- Share on YouTube when the compeition opens using the hashtag #takeontheworld

#### 5. Prizes and selection of winning entries

The competition judging will take place in British Council | 10 Spring Gardens | London | SW1A 2BN | United Kingdom within 10 days following the closing date referred to in section 3 above.

The entries will be judged by a panel of judges appointed by the British Council. The judges' decision is final and binding.

#### **Judging**

The winning team, as decided by the Judging Panel, will have submitted the single entry that is deemed to have best met the following criteria:

- To have understood and answered the brief.
- To have followed the tips and advice provided in the supporting materials,
- To have captured the most engaging and inspiring story/content in relation to their interviewee's international experiences,
- > To have created the single best entry overall, that inspires other young people to consider international opportunities.

No correspondence will be entered into with the unsuccessful participants.

## Terms and Conditions



## The prize for the winning team will take place in February 2015 and includes:

- Return economy flights from London Heathrow/ Gatwick to New York JFK Airport
- 3 nights in a single or twin room on a bed and breakfast basis
- Entry to British Council cultural activities in New York
- > All meals at the accommodation and during the activities listed above.

The Overall Prize does not include anything other than the elements stated above. In particular, the Overall Winners will need to arrange and pay for their own passport, visas and travel insurance sufficient for the type of trip, travel to and from the airport and any additional tourist attractions.

If the prize winners are under the age of 18 they will need to be a signed permission of participating in the trip by a parent/guardian over the age of 18. The British Council will be not responsible for covering these costs.

The winning team will be chaperoned throughout the trip by a British Council staff member and two film makers from the agency Thoughtful.

Prizes are personal to the winners and cannot be transferred to any third party. Prizes cannot be exchanged for money or any other goods or services.

The British Council accepts no responsibility for failure to notify winning participants or failure to deliver prizes where such failure results from the provision of inaccurate contact details by the participants or from the acts or omissions of any third party (including, without limitation, any internet or postal service provider) and shall have no liability to any entrant if it is prevented from or delayed in delivering any aspect of the Competition or the prizes by acts, events, omissions or accidents beyond its reasonable control.

The British Council does not offer any insurance in connection with the prize. Each prize winner may arrange their own insurance in respect of the prize, if applicable.

#### 6. Personal data

The British Council will collect and store the names and email addresses of all participants and the additional contact details of winners as anticipated by sections 4 and 5 above. The British Council will use this personal data for the following purposes:

- > managing the relationship between the participants and the British Council;
- > communicating with participants to answer their queries about the Competition;
- communicating with winners and arranging delivery of their prizes;
- > marketing and publicity in accordance with section 7 below.

Where a participant (or his/her parent or guardian where he/or she is under 18) has consented to the British Council doing so, the British Council may contact the participant using the personal data collected to provide information about the goods, services, courses or promotions that the British Council offers.

By participating in the Competition, participants consent to their personal data being processed by the British Council in accordance with, and for the purposes set out in, this section 6.

Participants can exercise their rights to access their personal data held by the British Council and withdraw their consent to the processing of their personal data by sending an email, accompanied by a scanned photocopy of their valid passport to: takeontheworld@britishcouncil.org

## Terms and Conditions



#### 7. Publicity and rights

The British Council intends to publish the names and photographs of the winners on the British Council's websites, Facebook pages, Twitter pages, press releases and in other promotional and marketing material. In addition, the British Council may write and publish articles about the winners' enjoyment of their prize. By entering the Competition, each participant agrees to the use of their name and image and agrees to co-operate with any such publicity or marketing if they win the prize.

By entering the Competition each participant grants the British Council, free of charge, permission to use the entry material in any way it wants (including, without limitation, modifying and adapting it for operational and editorial reasons) in any media worldwide. Each participant confirms that the entry material is their original work, is not defamatory and does not infringe any English laws, that they have the right to give the British Council permission to use it for the purposes specified above, and that all necessary consents for the submission of the entry material have been obtained.

All rights in the British Council's name and logo, websites, Facebook pages, Twitter pages, press releases and other promotional and marketing material shall vest in and remain with the British Council (or its licensors). By participating in the Competition, participants agree that they will not use, broadcast, publish, export, exploit, reproduce nor copy part or all of the British Council's Materials.

#### 8. General

The British Council may disqualify or refuse to accept the entry of any participant which does not meet the eligibility criteria in section 2 or does not otherwise comply with these Competition Rules.

These Competition Rules shall be governed by and interpreted in accordance with the laws of England and Wales and the courts of England and Wales shall have exclusive jursidiction over any disputes or claims (including, without limitation, non-contractual disputes or claims) arising out of or in connection with the Competition.

The British Council reserves the right to cancel or amend all or any part of the Competition and/or the Rules without notice for any event that is outside of the British Council's reasonable control. Any changes to the Rules, or cancellation of the Competition, will be posted on the British Council website

#### www.britishcouncil.org/studyworkcreate

It is the responsibility of participants to keep themselves informed as to any changes to the Rules.

#### 9. Acceptance of Competition Rules

By participating in this Competition, participants are deemed to have accept these Competition Rules.

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