

## ENTRY GUIDANCE

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### INTRODUCTION

Learning on Screen have been leading the discovery, citation and responsible use of audiovisual material in education and research since 1948. We are a charity and membership organisation working with over 200 Higher, Further and School education member institutions.

The Learning on Screen Awards have been running since 2005 and were originally presented as part of our annual conference. Over the past 18 years, the awards have grown to include online formats and a greater range of both student and professional categories.

The Awards celebrate and reward excellence in the use of moving image and related media in learning, teaching and research.

We look forward to watching your film and finding out more about your projects!

# AWARDS CATEGORIES

## Educational Film (general)

This category includes films that aim to educate either a wide-ranging audience or individuals with specific interests. It is open to content that hasn't been broadcast but has been made available to viewers or users through various alternative platforms, such as online distribution.

Submissions in this category can originate from museums, libraries, publishers, galleries, charities, or any other organisation or individual dedicated to creating educational productions.

Please note, educational films created by universities or colleges should be submitted to the separate category of "Educational Film (in-house)".

The judges will assess films based on the following criteria:

- Demonstrating creativity and leaving a lasting impression.
- Tailoring the film effectively to its intended audience.
- Establishing strong educational connections.
- Exhibiting exceptional production values, incorporating innovative use of movement, composition, lighting, colour, music, and sound to enhance the narrative.
- Showcasing originality in terms of form, execution, or subject matter.

## Educational Film (in-house)

This category is specifically designated for educational films created by universities, colleges, or school sixth forms that target either a broad audience or individuals with specific interests. It is open to content that hasn't been broadcast but has been made available to viewers or users through various alternative delivery platforms.

The judges will assess films based on the following criteria:

- Demonstrating creativity and leaving a lasting impression.
- Tailoring the film effectively to its intended audience.
- Establishing strong educational connections.
- Exhibiting exceptional production values, incorporating innovative use of movement, composition, lighting, colour, music, and sound to enhance the narrative.
- Showcasing originality in terms of form, execution, or subject matter.

# AWARDS CATEGORIES (cont.)

## Online Educational Resource (general)

This category welcomes any online educational resource that incorporates a moving image component. Examples of eligible delivery platforms include interactive websites, internet resources, games, apps, or other handheld device resources that integrate moving image content.

Submissions in this category can originate from organisations (such as universities, colleges, charities, museums, libraries, galleries) or individuals alike.

Judges will be looking for resources which:

- Are well-designed and user-friendly.
- Easy to navigate with well-organised and structured content.
- Are creative and memorable.
- Contain moving image content which displays excellent technical film-making ability and makes considered and appropriate use of the medium of film to enhance the resource.

## Video Essay Award

This category focuses on video essays that prominently feature archive materials, such as film, sound, and photographs. Video essays made on any topic are accepted in this category.

Submissions in this category can originate from both individuals and organisations (such as universities, colleges, charities, museums, libraries, galleries).

Judges will be looking for video essays which:

- Include innovative and creative use of archive material.
- Feature employment of rare or unusual archive material
- Demonstrate intelligent, sensitive, and lawful use of archive material.
- Broaden or deepen understanding of the subject.

# AWARDS CATEGORIES (cont.)

## Further Education Animation

This category specifically targets animated films created by students at any stage of their further education courses, including recent graduates. The films must have been produced during the filmmaker's time as a student at an educational institution. To be eligible, the films must consist of original animation that constitutes at least 70% of the film's duration.

The judging criteria for this category will assess the films based on quality, integrity, creativity, originality, and overall excellence. Judges are looking for films which:

- Demonstrate strong understanding and execution of animation principles.
- Are well-paced and structured to deliver powerful storytelling.
- Display outstanding production values, with creative use of movement, composition, colour, music, and sound to strengthen narrative.
- Show originality of form, execution, or subject matter

## Higher Education Animation

This category is exclusively for animated films created by students at any phase of their higher education courses, including recent graduates. The films must have been produced while the filmmaker was enrolled as a student at an educational institution. To be eligible, the films must feature original animation that comprises at least 70% of the film's duration.

The judging criteria for this category will assess the films based on quality, integrity, creativity, originality, and overall excellence. Judges are looking for films which:

- Demonstrate strong understanding and execution of animation principles.
- Are well-paced and structured to deliver powerful storytelling.
- Display outstanding production values, with creative use of movement, composition, colour, music, and sound to strengthen narrative.
- Show originality of form, execution, or subject matter

# AWARDS CATEGORIES (cont.)

## Further Education Narrative Film

This category is dedicated to narrative films created by students at any point during their further education courses, including recent graduates. The films must have been produced while the filmmaker was enrolled as a student at an educational institution. The category accepts narrative films of any genre, while documentaries should be submitted to a separate category.

The judging criteria for this category will assess the films based on quality, integrity, creativity, originality, and overall excellence. Judges are looking for films which:

- Are well-paced and structured to deliver powerful storytelling.
- Display outstanding production values, with creative use of movement, composition, colour, music, and sound to strengthen narrative.
- Show originality of form, execution, or subject matter

## Higher Education Narrative Film

This category specifically focuses on narrative films created by students at any stage of their higher education courses, including recent graduates. The films must have been produced while the filmmaker was enrolled as a student at an educational institution. The category welcomes narrative films of any genre, while documentaries should be entered into a separate category.

The judging criteria for this category will assess the films based on quality, integrity, creativity, originality, and overall excellence. Judges are looking for films which:

- Are well-paced and structured to deliver powerful storytelling.
- Display outstanding production values, with creative use of movement, composition, colour, music, and sound to strengthen narrative.
- Show originality of form, execution, or subject matter.

# AWARDS CATEGORIES (cont.)

## Further Education Documentary Film

This category is dedicated to documentary films created by students at any phase of their further education courses, including recent graduates. The films must have been produced while the filmmaker was enrolled as a student at an educational institution.

The judges will be seeking films that possess the following qualities:

- Demonstrate a balanced and impartial approach to the topic.
- Approach the topic in a creative or imaginative manner.
- Provide thorough research, analysis, and interpretation of the subject matter.
- Exhibit well-paced and structured storytelling to deliver a powerful narrative.
- Showcase excellent technical filmmaking skills and making thoughtful and appropriate use of the medium of film to effectively convey or enhance the story.
- Display outstanding production values, incorporating creative use of movement, composition, lighting, colour, music, and sound to strengthen the narrative.

## Higher Education Documentary Film

This category specifically focuses on documentary films created by students at any stage of their higher education courses, including recent graduates. The films must have been produced while the filmmaker was a student of an educational institution.

The judges will be seeking films that possess the following qualities:

- Demonstrate a balanced and impartial approach to the topic.
- Approach the topic in a creative or imaginative manner.
- Provide thorough research, analysis, and interpretation of the subject matter.
- Exhibit well-paced and structured storytelling to deliver a powerful narrative.
- Showcase excellent technical filmmaking skills and making thoughtful and appropriate use of the medium of film to effectively convey or enhance the story.
- Display outstanding production values, incorporating creative use of movement, composition, lighting, colour, music, and sound to strengthen the narrative.

# AWARDS CATEGORIES (cont.)

## Jury Prize and Premier Award

In addition to these categories, we also present a Jury Prize and a Premier Award each year. These special awards recognise outstanding productions across all categories, rewarding exceptional innovation, talent or creativity. These awards are not necessarily presented to the category winners and are chosen by the judging panel and chairperson (you cannot enter these categories or self-nominate).

## HOW TO ENTER

We are using an awards submission platform called Zealous where you will be able to enter your submission details, edit your submission before entering it and view it once it has been submitted.

To enter the awards, visit the [entry form](#) where you will need to register for a Zealous account if you don't already have one. Registering for an account will allow you to log-in to edit your submission as many times as you want before sending your final entry to us.

To enter the awards you will need to submit your entry form by 11pm on Friday 2nd February 2024. You can enter more than one category, but you must complete a separate entry form for each category you enter.

## Preparing Your Submission

To complete the form, you will need to provide the following information:

- Your name and the names of any collaborators.
- A contact email address and phone number.
- Your film uploaded as an mp4 with a minimum resolution of 1080p and minimum bitrate of 10Mbps (N.B. if entering the Online Educational Resource category you will need to provide a trailer or an example video from the resource for us to use in the ceremony should you be shortlisted).
- A summary of your film/project, its objectives, your target audience and approximate budget.
- Payment information (card details or request an invoice).

# HOW TO ENTER (cont.)

## Entry Fees

### **STUDENTS:** £20 + VAT

Student-made films entering any category

### **MEMBERS:** £106 + VAT

Members of Learning on Screen entering any category – check your membership status by contacting [members@learningonscreen.ac.uk](mailto:members@learningonscreen.ac.uk)

### **NON-MEMBERS:** £125 + VAT

Non-members of Learning on Screen entering any category

## Steps to Enter

1. Visit <https://zealous.co/learningonscreen1/opportunity/Learning-on-Screen-Awards-2024>
2. Register for a Zealous account if you don't already have one (your name and email address will be requested and you will need to choose a password).
3. Complete the entry form for your chosen category/categories - you can login to return to the form and edit it up until the deadline.
4. Pay for your entry.
5. All done!

Zealous offers a chat help service between 9am and 5pm Monday – Friday to support you with any questions about using the platform. For any other awards enquiries not related to the Zealous platform, contact: [awards@learningonscreen.ac.uk](mailto:awards@learningonscreen.ac.uk)

# ELIGIBILITY

To be eligible to enter, films/projects must have been created, completed, or made public since 14th January 2023.

Your films must be:

- In English, or with English subtitles.
- Uploaded to your entry form as an mp4 file and playable in a standard web browser.

Entries that don't meet these criteria or that are submitted after the deadline (without prior authorisation for extenuating circumstances) will be disqualified.

Only student-made work will be eligible in the student categories (College, Undergraduate, Postgraduate, Documentary, Music Video, Animation). Student work can be entered in the other categories should students feel this is a better fit and they will be charged the student rate (£20 + VAT) for entry into any category.

# JUDGING AND ASSESSMENT

The films will be assessed in two stages. Firstly, by Learning on Screen's specialist staff, and secondly by a panel of external judges. The judging panel will represent diverse perspectives from the education and creative industries, including academics and media and film industry experts from a range of disciplines.

Judges will primarily be interested in the quality of the films submitted as considered against the assessment criteria outlined above for each category, but the accompanying text on your entry form will provide vital information about the film/project's links with its educational objectives and therefore careful consideration should be given to the writing of these submissions. Please make your application succinct and easy to understand.

Entries that do not meet our eligibility requirements or are found to be incomplete, fraudulent or obscene will be disqualified and will not progress further.

Unfortunately, due to the volume of applications, we are not able to provide individual feedback if you are unsuccessful at the application stage.

# JUDGING AND ASSESSMENT (cont.)

## Successful Entrants

Successful entrants will be notified if their film has been nominated by the end of March 2024.

Timeline:

- October 2023 - Awards launch
- Friday 2nd February 2024 - Awards deadline
- February 2024 - Judging commences
- March 2024 - Entrants notified of shortlist and shortlist publically announced
- May 2024 - Awards ceremony in London

All nominees will receive a digital 'badge' to display on their websites, include in their email signatures and share on social media.

Winners will each win a single trophy. Duplicates can be ordered following the ceremony at an additional cost.

## AWARDS CEREMONY

Award winners will be announced at a ceremony in central London in May 2024. All shortlisted entrants will be invited\*, along with the judges, industry dignitaries, and others.

Tickets will be made available via Learning on Screen and nominees will have a priority window of two weeks before remaining tickets are open to the public.

\*There is a cost to attend the ceremony (TBC). This will be heavily subsidised and includes a drinks and canapés reception following the ceremony until 10pm.

# TERMS AND CONDITIONS

This guidance, and these terms, constitute the rules of the Learning on Screen Awards. Learning on Screen reserves the right to alter or amend any of these rules or cancel the Awards at any time in their absolute discretion.

## Judges and Outcomes

1. We reserve the right to change one or more of the judges if necessary, at any stage of the competition.
2. The judges' decisions are final.
3. The organisers, reviewers and judges reserve the right to move an entry into another category when they feel that such a move will be of advantage to the entry.
4. We will not enter into any correspondence regarding the judges' decision.

## Your Participation and Your Data

1. Your offer to participate in the Learning on Screen Awards is subject to continued acceptance of these conditions.
2. By entering the Awards, you accept these rules and guidance.
3. You must supply full details as required and comply with all rules of the Awards.
4. You recognise that your application and personal data will be shared with Learning on Screen and, if longlisted, the judging panel (minus personal contact information), and, if shortlisted, a PR agency, for the purpose of administering the Awards.
5. You should also note that if we identify a need to do so, we may contact you at a later date for more information about you or your entry.

For enquiries, please email the Learning on Screen Awards team: [awards@learningonscreen.ac.uk](mailto:awards@learningonscreen.ac.uk)

## General

1. To be eligible to enter, films/projects must have been created, completed, or made public since 14th January 2023.
2. Entries are invited from independent companies/organisations/charities and individuals who fulfil the entry criteria and agree to the terms and conditions of entry and the terms of payment.

# TERMS AND CONDITIONS (cont.)

3. It is the responsibility of the entrant to ensure they have entered the correct category and entry rate. No refunds or partial refunds will be given if the incorrect category or rate type is selected. To check your institution's membership status, contact: [members@learningonscreen.ac.uk](mailto:members@learningonscreen.ac.uk)
4. By submitting the entry form the entrant grants to the Learning on Screen Awards (and by extension Learning on Screen) the right to make copies of a sequence of up to two minutes' running time, or, in the case of multimedia, a sequence of demonstration from the entry and to include such copies in any broadcast, or any other distribution medium or publication in connection with the Awards including publicity and promotional purposes. These will not be used for commercial purposes.
5. We reserve the right to disqualify any entries at any stage. We might do this, for example, if we find that:
  - You are ineligible.
  - You misrepresented any part of your entry.
  - Any part of your entry is fraudulent (for example, due to plagiarism or unauthorised use of intellectual property).
  - You bring the awards or Learning on Screen into disrepute.

This list is not exhaustive.

6. Entrants may submit any number of entries into any number of categories, providing that each individual entry into each individual category is accompanied by a separate completed entry form and entry fee.
7. Each entry must be supported by viewing material. Please note: all video files must have a resolution of at least 1080p and a minimum bit rate of 5mb per second. They must also be downloadable. Should your entry be nominated by the judges, these video files will be used to showcase your work at the awards ceremony, so high visual quality is compulsory.
8. Entries from international applicants are accepted. However, the entry form and entry must be in English or with English subtitles.
9. Entrants shortlisted for the Awards must be prepared, if requested, to supply further copies of their entry in higher quality or resolution to support the Awards screening and ceremony.
10. It is the responsibility of the entrant to provide complete, accurate information about the entry. Learning on Screen, and its successors and representatives, shall not be liable for errors or omissions in the entry forms nor in subsequent submissions.
11. It is assumed that the director is the prime author of the production and will be the recipient of the award, unless otherwise agreed.

# TERMS AND CONDITIONS (cont.)

12. The fee per entry is £125 + VAT for standard applications, £106 + VAT for Learning on Screen members and £20 + VAT for student-made entries. No entry will be considered until full payment of entry fee(s) has been received. Early bird promotional discounts will be advertised via our marketing channels.
13. If the entry form is inaccurate, if the entry does not comply with these conditions, or it is deemed ineligible for any other reason, then the entry may be disqualified.
14. No refunds are available except when a submission does not fall within the entry criteria and is disqualified.
15. Nominated entrants will be published online and in the Learning on Screen Awards Ceremony programme. All winners will be announced at the Learning on Screen Awards Ceremony, to be held in London in May 2024.
16. The awards ceremony will be live-streamed and recorded and persons attending will be deemed to consent to their sounds and images being included in any such recording, and to any use thereof.
17. We will use the details included in this form to process your entry into the Learning on Screen Awards. We will also contact you with announcements regarding the Awards, including details regarding nominations and the awards ceremony. We will not share your details with any 3rd party and you can opt-out of notifications at any time by unsubscribing. However, please be aware, if you unsubscribe from Learning on Screen emails you will no longer receive notices regarding your entry.

## Shortlisted Entries

It is important to be aware of the following implications if your film gets shortlisted for the Learning on Screen Awards:

1. **Public Viewability:** For your film to be eligible for shortlisting, it must be made viewable to the public. This requirement ensures that the selected films can be accessed and appreciated by a wider audience.
2. If your film is shortlisted, it (or clips from it) will be included in the awards presentation film, which will live-streamed and recorded. This provides an opportunity for your work to gain recognition and exposure among the Learning on Screen community.
3. Additional clips of all winning films will be publicly screened during the Learning on Screen Awards ceremony. Additionally, selected clips may be shared on Learning on Screen's social media channels, unless an exception has been agreed upon. This allows your film to reach a broader audience and further enhances its visibility and impact.

# TERMS AND CONDITIONS (cont.)

4. Media and Communications Availability: If your film is shortlisted, you must be available for media and communications opportunities, typically from April to June. Learning on Screen may contact you for interviews, promotional activities, or other communication engagements related to your film's selection.
5. Press Release and Sharing: Learning on Screen will issue a press release announcing the shortlist and winners. As a shortlisted filmmaker, we encourage you to share this press release with your academic institution or any relevant organisations that have been involved with the film, further amplifying the recognition and success of your work.

It is essential to note that if your film cannot fulfil these requirements, such as due to intellectual property restrictions, your entry may be disqualified. If you have concerns about intellectual property issues that may prevent your film from being shared, please contact us as early as possible at [awards@learningonscreen.ac.uk](mailto:awards@learningonscreen.ac.uk). We are here to address any queries or concerns you may have.