



Technical support

This document is about technical and legal aspects of your shifting walls project. It will inform you about technology needed and important copyright and privacy issues. Modern technology makes media production easier, but current legal aspects make any project work more complicated.

Technology needed

shifting walls is not about creating high quality or professional photos, but the stories of the students. You can use whatever is available, such as mobile phones, tablets, digital cameras, notebooks and desktop computers. We find mobile phones and tablets easier to use. It is important that students can share their photos. For the project we have chosen Instagram as our main social platform. The project website and other social media will also be used.

Using mobile technologies: Tablets and mobile phones

Mobile technologies include both cameras and software for post-production. Students can create and share their stories on the same device. Mobile phones have better cameras than tablets but the small screens are less suitable for team work. Most students in Europe own one, but not all schools allow students to use them.

Tablets provided by the schools can help teachers keep their students on track. They are also good for team work. Having a main tablet with an Instagram login makes sharing the stories easier.

Link where free apps for audio recording for Android are suggested:

<https://filmora.wondershare.com/audio-editor/best-voice-recording-apps-android.html>

Link with audio recording apps for iPhone:

<https://filmora.wondershare.com/audio-editor/best-voice-recording-apps-iphone.html>

Using traditional technology: Cameras and computers

Digital cameras are useful if photo quality is important. Cameras with different lenses can offer more flexibility, although many new high end mobile phones are catching up there. Photos from cameras can be transferred to computers, edited and then shared on Instagram.

Access to Instagram

Sharing the stories will need some planning. If photos are taken on different mobile phones, it is best to send them to a central email address which you can access. Messenger apps like WhatsApp should not be used, as the photos lose quality. It is also possible for students to share the stories on their own accounts using the hashtag #shiftingwalls_eu

Presenting the stories in class

A highlight of each creative project is the presentation. Reviewing the stories together and sharing experiences in class help students evaluate their work. You can present the stories with a projector or large monitor. When using mobile technologies, you can send stories to a computer, use adaptor cables or screencasting / - sharing software. Talk to your IT manager of your school if you need more help with this.

Privacy

Before any material can be published online on any of our project platforms, permission from both parents and students have to be collected. This does not apply if students publish material on their own accounts. A template of a permission form will be provided if needed. Please archive permission forms and send a scan to one of the project partners. It is useful to keep a copy of the stories with the permission forms.

Keep personal information (such as name of student, school class, age) as minimal as possible to protect privacy.

If contemporary eyewitnesses are involved, they must also sign a permission form. The *oral history project* suggests a participation and recording agreement¹. Students need to be aware that the privacy of the eyewitnesses needs to be protected as well².

Copyright

It is important that the copyright of photos and music is understood by students and followed throughout the entire process of the project. With shifting walls this concerns the use of photos which have not been taken by the students themselves and music which will be used for the stories.

There are two options with the use of **historic photos**. Websites where photos have a clear license can be used (such as a creative commons license). You will need to name the license as well as the

¹ National Heritage Fund. Oral History guidance. Web site visited 18.03.2020.

<https://www.heritagefund.org.uk/publications/oral-history-guidance>

² Oral History Society. Data protection for oral historians and organisations holding oral history interviews. Web site visited 18.03.2020. <https://www.ohs.org.uk/advice/data-protection/>

required information (such as the name of the photographer). If photos are used from family or friends, a written permission is needed. This also applies with **video clips** used.

If students would like to use **music tracks** for their stories, no commercial music can be used. “Free music” or even better music with creative commons license can be an option. Creating your own music is generally the best solution.

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