

Files on film 2014: Key things to remember

- Your film must relate in some way to at least one of the ten documents shown on the 'Files on film' website. The reference(s) for the chosen file(s) must appear at the beginning of your film.
- Your film must not be longer than three minutes including any titles or credits.
- You must have permission from everyone appearing in the film that they are happy to do so.
- You must have permission to use any copyrighted material, such as music, that appears in the film.
- You must be over 18 to enter the competition, although younger participants can take part provided you have signed permission from a parent/guardian.
- You must enter by uploading your film to Youtube and sending a URL link to filesonfilm@nationalarchives.gsi.gov.uk together with a completed entry form.
- Your email must be received before 12 midnight GMT on 7 January 2015.
- Read our Competition Notice and Terms and Conditions before entering the competition.

Files on film: Frequently asked questions

1. Why can I only win one prize even though I can enter multiple films?

To give the greatest chance of winning a prize, we will only award one prize per entrant to the competition, as detailed on the competition entry form.

2. A member of my family works at The National Archives. Can I still enter?

Unfortunately not.

The National Archives standard competition Terms and conditions state that immediate members of family of staff cannot enter competitions run by The National Archives.

3. Why do I have to be over 18 to enter?

This is a standard YouTube rule for competitions run through their website.

This does not exclude those under 18 from appearing in the film, as long as you have permission from them and their parent or guardian that they are happy to be included. Please see the Competition Notice for more details.

4. Can I use more than one document?

Yes. Please use as many, or as few, as you like. Just be sure to include the reference for every document you use at the beginning of the film.

5. I find some of the language in the documents offensive. Do I have to use it?

Not at all. We ask that you approach what can be sensitive subject matters carefully.

The language used in the documents is representative of the time they were created. They frequently use terms that would not be used today. However, our role is to preserve the integrity of the historic public record, which is why they have been preserved and presented as originally captured.

6. What is a 'document reference'?

Each document in The National Archives has a unique reference, for example: MH 55/1656.

This tells us the document is from the Ministry of Health (MH), in record series 55 and is piece number 1656 of that series. Sometimes a folio (f) number is also included. This refers to a specific page in the document.

It is important to include the reference of the document you are inspired by at the beginning of your film so we can identify it easily.

7. Can I use documents from The National Archives other than those on the Files on Film website?

To be eligible to be considered in the competition, your film must be inspired by at least one of the documents on the Files on film website.

However, The National Archives collections are open to the public and you are very welcome to carry out your own research and include further documents alongside those from the Files on film competition. For more information about visiting The National Archives, please see our website: nationalarchives.gov.uk/visit/default.htm.

8. How will the films be judged?

All the films submitted before the competition closes will be viewed by a panel of The National Archives staff who will select a shortlist to be put before the final judging panel.

The judges will be looking for what has been drawn out of the selected records to inspire and create the films.