

## RIBA President's Medals 2020 Entry Check List

This form is to be completed by the student author of the entry for the President's Medals and submitted electronically with the documentation and materials listed overleaf.

Student's first name	Student's surname

School of architecture where the entry associated with this form was taught

Entry Title

Authorship acknowledgment
<p><input type="checkbox"/> I have read the 'PM2020 Guidelines and Requirements document' before putting together this entry and I understand that it may be disqualified if the materials submitted do not comply with the guidelines and requirements.</p> <p><input type="checkbox"/> I confirm that the student's name, the tutor's name, and the name of the School of Architecture / University are not mentioned in any image or text that forms the entry.</p> <p><input type="checkbox"/> I confirm that the student named in this form is the author of the content of this entry and that said content does not infringe the intellectual property or rights of a third party. This means that the entry and any information submitted has been produced by the student or is otherwise used with the permission of the rights owner and credits the rights owner appropriately.</p> <p><input type="checkbox"/> The RIBA is allowed to use, display and publish this entry in print and digital publications for all purposes in relation to the RIBA President's Medals and associated non-commercial purposes. This includes sharing descriptive text, images, sound recordings and films that are part of the entry with third party press contacts; displaying in exhibitions of the entries submitted for the awards; in lectures featuring the nominee(s) as the author(s) of the entry; or in publicising the RIBA President's Medals themselves. This excludes sharing the full text of written dissertations, unless agreed with the author(s).</p> <p><input type="checkbox"/> If the materials featured in this entry prove to infringe, or are claimed to infringe, any third-party rights, the RIBA is allowed, in appropriate circumstances and at its sole discretion, the right to edit, remove from publication, or disqualify this entry, and that the payment of any damages and legal fees pertaining to the breaching of any third party rights will be paid in full by the author and/or the school of architecture that nominated their work.</p>

Check List (please check the boxes in either column below to ensure your entry is complete)	
<input type="checkbox"/> This entry is being submitted for the	<input type="checkbox"/> This entry is being submitted for the

2020 RIBA Dissertation Medal.	2020 RIBA Bronze / Silver Medal.
<p><input type="checkbox"/> This entry includes a Student Nomination Form completed by the nominated student containing a 200-word statement describing the dissertation.</p> <p><input type="checkbox"/> This entry includes a Tutor Information Form completed by the tutor, containing a statement of up to 200 words describing the brief addressed by the author.</p> <p><input type="checkbox"/> This entry includes a Visual and Written Material Release Form signed by the author.</p> <p><input type="checkbox"/> This entry includes a PDF of the dissertation.</p> <p><input type="checkbox"/> This entry includes up to 10 images as JPG files for the awards website. All images are smaller than 1MB and at least 1,600 pixels wide, and are numbered sequentially starting at 01 and ending at 10, which is the same order in which they are intended to be displayed as a slideshow.</p> <p><i>(If these images are to be published with captions, these must be provided in a separate document identifying each numbered picture with its individual caption)</i></p> <p><input type="checkbox"/> This entry includes a set of the same images described above as JPG files at high resolution, and each image is RGB at 300dpi or at least 40cm on the shortest length, approximately 7,000 x 4,500 pixels.</p> <p><b>Supporting material (optional):</b></p> <p><input type="checkbox"/> This entry includes an MP3/MP4 audio-visual files authored by the student nominee lasting less than 3 minutes.</p> <p><input type="checkbox"/> The author of the audio-visual file described above authorises the RIBA to make it publicly viewable by uploading it to its own not-for-profit YouTube Channel, crediting the author and the school of architecture that nominated them.</p>	<p><input type="checkbox"/> This entry includes a Student Nomination Form completed by the nominated student containing a 200-word statement describing the design project.</p> <p><input type="checkbox"/> This entry includes a Tutor Information Form completed by the tutor, containing a statement of up to 200 words describing the brief addressed by the author.</p> <p><input type="checkbox"/> This entry includes a Visual and Written Material Release Form signed by the author.</p> <p><input type="checkbox"/> This entry includes up to 10 images as JPG files at high resolution. All images are RGB at 300dpi or at least 40cm on the shortest margin (approximately 7,000 x 4,500 pixels), and are numbered sequentially starting at 01 and ending at 10, which is the same order in which they are intended to be displayed as a slideshow.</p> <p><input type="checkbox"/> This entry includes the same images described above as JPG files at lower resolution for the awards website and each image is smaller than 1MB and at least 1,600 pixels wide.</p> <p><i>(If these images are to be published with captions, these must be provided in a separate document identifying each numbered picture with its individual caption)</i></p> <p><b>Supporting material (optional):</b></p> <p><input type="checkbox"/> This entry includes a digital portfolio authored by the student nominee featuring only content related to this entry and no other work produced during their studies. This portfolio is saved as a single PDF and contains fewer than 30 pages at A3 size, 150 DPI, and 1,754 x 2,480 pixels each page.</p> <p><input type="checkbox"/> This entry includes an MP3/MP4 audio-visual files authored by the student nominee lasting less than 3 minutes.</p> <p><input type="checkbox"/> The author of the audio-visual file described above authorises the RIBA to make it publicly viewable by uploading it to its own not-for-profit YouTube Channel, crediting the author and the school of architecture that nominated them.</p>