

Photography at Imperial

www.imperial.ac.uk/communications/photography/

Hello

- › What is Imperial Photography
- › Where does it come from?
- › Resources (The photography webpages)
 - › College Asset Library
 - › Commissioning a photoshoot
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 - › PPE in photography
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- › Asset library / featured collections
- › Photography Group proposal
- › Can you help us?
- › Q&A



Photography at Imperial

www.imperial.ac.uk/communications/photography/

What is Imperial Photography?

- › Print publications
 - › Prospectuses
 - › Reports
 - › Brochures
- › Marketing and communications materials
 - › Press releases
 - › Posters
 - › Mailings
- › Website
- › Social media channels
- › Around campus
 - › Banners, hoardings, digital displays

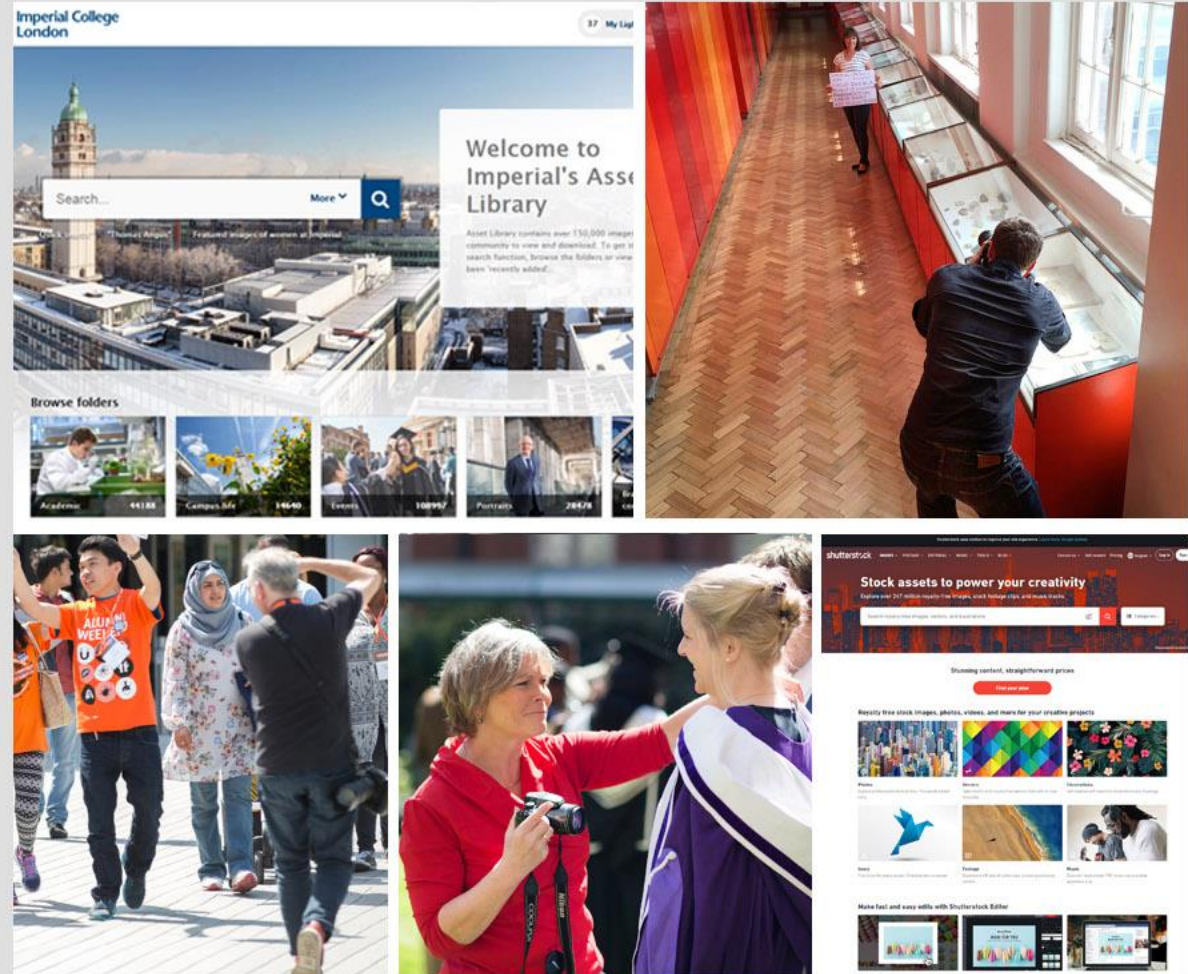


Photography at Imperial

www.imperial.ac.uk/communications/photography/

Where do the images come from?

- › The asset library (2018/19 - 30,000 images added / 42,000 downloaded)
- › The in house resource
 - › Photography for a College publication or the main website
 - › Events for a central comms story / magazine / Reporter feature
 - › Events of College strategic importance
- › The freelance roster (8 freelancers)
 - › Academic or student conferences, meetings, networking events
 - › Faculty or departmental events
 - › Headshots for professional web profiles
- › Photography by colleagues / staff / researchers / students
- › Resourced / Stock



Photography at Imperial

www.imperial.ac.uk/communications/photography/

Resources: The Photography webpages

- › College Asset Library
- › Commissioning a photoshoot
- › Consent and permissions
- › Photography guidelines
- › PPE in photography
- › Staff photoshoot
- › Photography digest blog

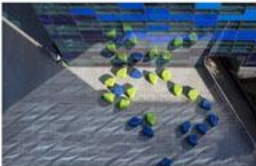
Communications and Public Affairs

News and media Internal Communications Design and brand **Photography** Web and video Communications toolkits About us Communications networks for staff

Home / Administration and support services / Communications and Public Affairs / Photography

Photography


Photography can support or enhance the message in your communications and marketing materials. Communications and Public Affairs can help you to find the right image using the College Asset Library or by commissioning a photoshoot.



Asset Library

Search and download high quality images from across Imperial.


[READ MORE ABOUT THE ASSET LIBRARY](#)



Hiring a photographer

Learn more about in-house and freelance photography services.

[READ MORE ABOUT PHOTOGRAPHY SERVICES](#)



Briefing a photographer

Find out how to brief a photographer and our policies on consent and permissions.

[READ MORE ABOUT COMMISSIONING A PHOTOSHOOT](#)

Photography guidelines

Before you start planning your photoshoot, it's important that you familiarise yourself with the College's guidance on style and usage, photography of staff and students using Protective Personal Equipment (PPE) and managing consent and permissions.

- [Imperial College London Photography Guidelines \(PDF\)](#)
- [PPE in photography guidance](#)
- [Consent and permissions for photography](#)

Photography digest blog / More from Photography digest blog

ACTION, ASSET LIBRARY, AVAILABLE LIGHT, CAMPAIGN, PORTRAIT, THOMAS ANGUS, WOMEN AT IMPERIAL

Featured Images – Women at Imperial

01 March 2019

ACTION, AVAILABLE LIGHT, FEATURED SHOOT, LEARNING AND TEACHING, PORTRAIT, RESEARCH IN ACTION, PLACEMENTS, YEAR IN INDUSTRY

Student placements at Williams F1

UNCATEGORIZED

Pae Natwilai pays a visit

24 January 2019
By Thomas Angus

UNCATEGORIZED

Featured Image – Noura Zamzam and Lasers

22 January 2019

Photography at Imperial

www.imperial.ac.uk/communications/photography/

Resources: The Photography webpages

- › [College Asset Library](#)
- › Commissioning a photoshoot
- › Consent and permissions
- › Photography guidelines
- › PPE in photography
- › Staff photoshoot
- › Photography digest blog

The screenshot shows the 'College Asset Library' page on the Imperial College website. The page is part of the 'Communications and Public Affairs' department. A navigation menu at the top includes 'News and media', 'Internal Communications', 'Design and brand', 'Photography', 'Web and video', 'Communications toolkits', 'About us', and 'Communications networks for staff'. The 'Photography' section is active. On the left, a sidebar menu lists various topics: 'College Asset Library', 'Searching for assets', 'Downloading assets', 'Lightboxes', 'Uploading assets', 'Guest access', 'Commissioning a photoshoot', 'Consent and permissions', 'Photography guidelines', 'PPE in photography', 'Staff photoshoot', and 'Photography digest blog'. The main content area is titled 'College Asset Library' and contains the following text:

The College's Asset Library contains over 150,000 high quality images covering all aspects of College life that can be downloaded for use in print and digital projects. All Imperial staff and students can access the Asset Library with their College username and password.

If you need a hand getting started with the Asset Library, visit our help pages to learn more about:

- [Searching for assets](#)
- [Downloading assets](#)
- [Creating and managing your lightboxes](#)
- [Uploading assets](#)
- [Arranging guest access for external people](#)

Why do we use an Asset Library?

In Communications and Public Affairs, we provide expertise, guidance and storage services for College photography – that is to say, all professional photography that is commissioned by members of staff at Imperial and paid for from a College budget.

We maintain a roster of freelance photographers, who all meet our high quality standards and have signed up to a bespoke contract that grants the College universal and exclusive rights to use their photography in promoting Imperial. We also provide guidelines on issues including Personal Protective Equipment (PPE) in photography and how to gather the correct consent from subjects for your photography. Finally, we provide and maintain the College's Asset Library, which is where all professional photography paid for by the College should be stored.

In our work in this area, we're guided by a couple of principles – firstly, that in representing the College's work, we should use high quality and impactful images; secondly, that we should have full rights to use images we commission, so we can maximise our investment in professional photography; and thirdly, that professional photography paid for by the College should be properly stored in a dedicated, central and secure space, accessible to everyone in the College community, rather than on shared, personal or external drives where they may be lost when members of staff leave or which could be liable to technical failures.

Why it's important to upload images to the Asset Library

When you commission a photoshoot with the College photographer or an external photographer, the final images should be uploaded to the Asset Library. With images on the Asset Library, if a member of staff wins a prize, or makes a research breakthrough, then we have high quality photos ready to use in online news stories, social media and print publications.

We ask all of our external photographers to share with us, as well as the person commissioning the shoot, their final photographs. We then periodically remind colleagues who have commissioned photography on behalf of the College to ensure that those photographs are uploaded to Asset Library.

Who can upload images to the Asset Library?

Uploading images to the Asset Library is restricted. If you need to upload an image, please contact your [Faculty Web Officer](#).

Asset Library training

Photography at Imperial

www.imperial.ac.uk/communications/photography/

Resources: The Photography webpages

› College Asset Library

› Commissioning a photoshoot

› In-house or freelance photographer?

› Guidance on briefing and consent, guidelines

› Cancellation policy

› Consent and permissions

› Photography guidelines

› PPE in photography

› Staff photoshoot

› Photography digest blog

The screenshot shows the 'Photography' section of the Imperial College London website. The navigation bar includes 'Home / Administration and support services / Communications and Public Affairs / Photography / Commissioning a photoshoot'. The main heading is 'Commissioning a photoshoot'. The page content includes:

- Introduction: 'Do you need a photographer for an upcoming event or publication? Our guidance on commissioning a photoshoot contains lots of helpful tips and advice for organising and managing your shoot.'
- Guidance: 'When you commission a photoshoot, before you start it's important to have a clear idea about how you want to use the images and what you want them to show. The College's photography guidelines can help you to think about different styles, settings and uses for photography in your publications and online content.'
- Link: 'Read the [Imperial College London Photography Guidelines](#).'
- Section: 'Hiring a photographer'. The College's photographer is available for shoots including:
 - Photography that could be used for a College publication or the main Imperial webpages, for example, photographs of a department, portraits of students and academics, or staff and students at work in a laboratory or learning space.
 - Events that are of College-wide interest, for example, the visit of a UK or foreign dignitary, or an event attended by the College President or Provost.
 - Events that will be covered by a news story or a Reporter feature, especially if the photographs are likely to be used again after the article is published.
 - Events of strategic importance for the College, for example, the gathering of a group of donors or a major awards ceremony.
- Contact: 'To discuss your project, contact the [Photography team](#).'
- Projects: 'You can read more about some of the projects that the College Photographer has been working on the [Imperial Photography Digest](#).'
- Section: 'WORKING WITH A FREELANCER PHOTOGRAPHER'. Communications and Public Affairs has a rota of photographers it regularly uses for a number of shoots each year. These photographers meet our high quality standards and have signed up to a bespoke contract that grants the College universal and exclusive rights to use their photography in promoting Imperial.
- Recommendation: 'We generally recommend that a freelance photographer is booked for photography of the following nature:'
 - Academic or student conferences, meetings or networking events.
 - Faculty or departmental events.
 - Headshots for professional web profiles.
- Contact: 'Contact the [Photography team](#) for help and advice about hiring a freelance photographer.'
- Section: 'STAFF PHOTOSHOOTS'. Please note that a free staff photoshoot takes place in May and October each year. Find out more on the [Staff photoshoot page](#).
- Section: 'Briefing your photographer'.

The freelance photography roster ...Why do we need one?

Roster photographers are contracted

- › All roster photographers sign a College contract
- › Our intellectual property rights are protected
- › Images can be freely available on the Asset Library
- › We have unlimited global usage without restriction
- › Images cannot be used elsewhere
- › Up to date public liability insurance, minimum £2m
- › Confidentiality agreements
- › Protected from conflicts of interest
- › Follow the photography guidelines / College best practice

Photography services agreement

We are writing to confirm the terms of our agreement concerning the provision of your photography services to Imperial College of Science, Technology and Medicine (the College).

Note

This agreement is a photography services agreement and when accepted by you, you shall be agreeing to comply with legal obligations that shall apply in respect of all photography and digital image services you provide to the College from the date on which you countersign this letter. You shall therefore read the terms and conditions of this photography services agreement carefully before accepting.

Your attention is drawn in particular to the parts relating to when you need to notify or leave with when you're commissioned to provide a new Order. If you're unable to provide any Order, and once you've completed delivery of an Order (see clauses 2.2, 2.3 and 2.10 below), to parts relating to your actual taking of digital images (see clauses 2.3, 2.4 and 2.2 below) and to your confidentiality obligations (see clause 9 below).

In addition to this, the College has a general expectation that its freelancers adhere to the College's commitment to maintaining an inclusive and non-discriminatory environment by treating all members of the staff and student community with respect.

1. TERM

1.1 This letter of agreement sets out the terms that apply to photography and digital image services you provide to the College (each separate order for services you're invited to provide being referred to as an "Order") from the date on which you countersign this letter until such time as this agreement is terminated by:

- (a) either party giving to the other prior written notice, the effective date of termination shall be four weeks from the date that notice has been given or once all Orders commissioned prior to notice given have been completed whichever is later; or
- (b) otherwise provided under clause 9.

1.2 These terms supersede any terms previously agreed with you.

2. DUTIES

2.1 You shall use your best endeavours to promote the interests of the College.

2.2 All enquiries about this agreement shall be addressed to the College's Photographer and Image Manager: (photography@imperial.ac.uk) (College Contact). If you are unable to provide any Order due to illness or injury you shall notify the person within the College who commissioned you to carry out the relevant Order (Booking Contact) and the College Contact as soon as practicable.

2.3 You shall comply with the College's smoke-free policy and dress code and health and safety procedures (as may be amended from time to time) in force at the premises where the services relating to an Order (Services) are provided (including any reasonable instructions given by the College in connection with issues relating to health and safety including wearing any Personal Protective Equipment appropriate to the setting). You shall also report to the College any unsafe working conditions or practices that might come to your attention in providing the Services.

2.4 You shall ensure that when undertaking photos in College laboratories and technical workshops appropriate safety measures are deployed which you will have conferred with the relevant laboratory manager. The College's commitment to safety in the workplace shall be evident in all the Digital Images you take pursuant to this agreement (Digital Images) and in particular you shall comply with the guidance set out at <https://www.imperial.ac.uk/communities/healthandsafety/healthandsafetyequipment/>.

2.5 You shall comply with the latest version of Imperial College London Photography Guidelines provided to you.

2.6 With the College's Photographer and Image Manager's (photography@imperial.ac.uk) (College Contact's) prior written approval, you may appoint a suitably qualified substitute to perform the Services on your behalf, provided that the substitute enters into direct undertakings with the College, including with regard to confidentiality and data protection. The College shall continue to pay you your fee as agreed in respect of the relevant Order and you shall be responsible for the remuneration of (and any agreed expenses incurred by) the substitute. You shall not be paid for any period during which neither you nor any substitute provides the Services. For the avoidance of doubt, you shall continue to be subject to all duties and obligations under this agreement for the duration of the appointment of the substitute.

2.7 You shall ensure that you are available at all times on reasonable notice to provide such assistance or information as the College may require, relating to the order for which you have been commissioned.

2.8 You have no authority (and shall not hold yourself out as having authority) to make or enter into any commitments for or on behalf of the College, unless the College has specifically authorised this in writing.

2.9 Before accepting any new Order, you shall liaise with the College Contact for instructions on whether you might need to obtain any personal releases and consents to being from individuals appearing in any Digital Images you take in performing those Services.

2.10 On completion of each Order, you shall provide to the College Contact a copy of the Digital Images.

2.11 You shall not do anything that could risk damaging the College's reputation.

3. FEES AND EXPENSES

3.1 You shall obtain a purchase order from your Booking Contact before accepting any Order.

3.2 Where the fee you have quoted for any Order is exclusive of VAT, you shall draw this to the

3.2 The restriction in Clause 3.1 does not apply to:

- (a) ~~the use~~ or disclosure authorised by the College or as required by law; or
- (b) ~~the use~~ information which is already in, or comes into, the public domain otherwise than through your unauthorised disclosure.

3.3 All documents, manuals, hardware and software provided for your use by the College, and any data or documents (including copies) produced, maintained or stored on the College's computer systems or other electronic equipment (including mobile phones if provided by the College), remain the property of the College.

6. DATA PROTECTION

6.1 For the purposes of clauses 6.2, 6.3, 6.4, 10.2 and 14.3 the following definitions shall apply:

Data Controller - has the meaning given to that term (or to the term "controller") in the applicable Data Protection Laws;

Data Processor - has the meaning given to that term (or to the term "processor") in the applicable Data Protection Laws;

Data Subject - has the meaning given to that term in the applicable Data Protection Laws;

Data Subject Request - means a request made by a Data Subject to exercise any rights of Data Subjects under the applicable Data Protection Laws;

Data Protection Laws - means any applicable law relating to the processing, privacy, and use of Personal Data, as applicable to the College, you and/or the Order, including the Data Protection Act 1998 and any replacement UK legislation and the General Data Protection Regulation (EU) 2016/679 (GDPR).

Personal Data - has the meaning given to that term in the applicable Data Protection Laws;

Personal Data Breach - means any breach of security leading to the accidental or unlawful destruction, loss, alteration, unauthorised disclosure of, or access to, any Personal Data provided by or on behalf of the College to you (including, for the avoidance of doubt, any Personal Data provided by the College's staff to you) and

Processing - has the meaning given to that term in the applicable Data Protection Laws (and related terms such as process have corresponding meanings).

6.2 You agree:

- (a) that for any Personal Data provided to you by or on behalf of the College (including, for the avoidance of doubt, Personal Data provided by the College's staff to you) the College shall be the Data Controller and you shall be the Data Processor;
- (b) to comply with all applicable Data Protection Laws in connection with the processing of the Personal Data provided to you by or on behalf of the College (including, for the avoidance of doubt, Personal Data provided by the College's staff and the Order);
- (c) insofar as you process Personal Data on behalf of the College, you shall (and shall ensure each person acting under your authority shall) process the Personal Data only on and in accordance with the College's documented instructions as set out in this clause namely for the purposes of enabling the fulfilment of the Order, and as updated from time to time with the College's prior written agreement;

6.3 You shall:

- (a) implement and maintain appropriate technical and organisational measures in relation to the processing of Personal Data by you such that the processing shall meet the requirements of the applicable Data Protection Laws and ensure the protection of the rights of Data Subjects and so as to ensure a level of security of respect of Personal Data processed by you is appropriate to the risks that are presented by the processing, in particular from accidental or unlawful destruction, loss, alteration, unauthorised disclosure of, or access to Personal Data transmitted, stored or otherwise processed;
- (b) ~~not~~ engage another Data Processor for carrying out any processing activities in respect of the Personal Data without the College's prior written consent and shall not transfer any Personal Data to any country outside the European Economic Area (EEA) or to any international organisation without the College's prior written consent;
- (c) ensure that any ~~delegable~~ engaged by you to assist in the provision of the Services in accordance with this agreement shall have access to the Personal Data provided by or on behalf of the College on a "need to know basis" only and you shall ensure that any ~~delegable~~ has undergone training in the law of data protection and in the care and handling of Personal Data;
- (d) promptly refer all Data Subject Requests you receive to the College within three business days of receipt of the request and provide such information and co-operation and take such action as the College reasonably requests in relation to a Data Subject Request, within the timescales reasonably required by the College; and
- (e) ~~in respect of any Personal Data Breach:~~
 - (i) notify the College of the Personal Data Breach without undue delay but in no event later than 24 hours after becoming aware of the Personal Data Breach; and
 - (ii) provide the College without undue delay (wherever possible, no later than 35 hours after becoming aware of the Personal Data Breach) with such details as the College reasonably requires regarding the nature of the Personal Data Breach, any investigations into such Personal Data Breach, the likely consequences of the Personal Data Breach and any measures taken, or that you recommend, to address the Personal Data Breach, including to mitigate to possible adverse effects.

6.4 You consent to the College holding and processing data relating to you for legal, personnel, administrative and management purposes and in particular the processing of any "sensitive personal data" relating to you (as defined in the Data Protection Act 1998 for as long as the Data Protection Act

rights in the Digital Images (the "Foreground Intellectual Property") shall belong to you.

7.4 You hereby grant to the College an exclusive, non-fully-free, worldwide, perpetual, non-transferable but not assignable, licence under the Foreground Intellectual Property to use (now, then and after) the Digital Images as it sees fit or is required through whatever media provide site it for non-commercial purposes only.

7.5 You warrant to the College that:

- (a) you are the owner of or are licensed to use (and permit the use of) all Intellectual Property, contained in the Digital Images, solely for the purposes expressly set out in this agreement;
- (b) ~~all~~ part of the Digital Images shall be or infringe the rights of any person anywhere in the world (including without limitation any Intellectual Property rights).

8. INSURANCE AND LIABILITY

8.1 You shall have personal liability for and shall indemnify the College and any other officers in its group for any loss, liability, costs (including legal costs), damages or expenses arising relating to any breach by you, or any substitute engaged under this agreement, of the terms agreement, including any negligent or reckless act, omission or default in fulfilling the Order or of the warranties set out in clause 7.5.

8.2 For the purpose of Clause 8.1, the College shall use its reasonable endeavours to: any loss, liabilities, costs, expenses, damages and/or expenses incurred under or in connection with this agreement.

8.3 You shall maintain (at your cost) in force during the period of this agreement an insurance to cover the risks relating to the liability provided in clause 8.1 with minimum levels of £10 million in respect of public liability. You shall provide evidence of cover to the College Contact each year. Your insurance policy is renewed. The College's insurance policies do not apply to any work carried out under this agreement except to the limited extent that they would in any event protect members general public when visiting the College.

9. TERMINATION AND CONSEQUENCES OF TERMINATION

9.1 The College may at any time terminate your engagement with immediate effect if, liability to make any further payment to you (other than in respect of any accrued fees or expenses at the date of termination):

- (a) you are in material breach of any of your obligations under this agreement; or
- (b) ~~you are~~ in breach of any of your obligations under this agreement, after notice in writing, you willfully neglect to give notice to remedy any default in delivering the Order.

9.2 If the College believes that any Order is deficient, the Booking Contact shall inform you in writing, inviting you at the earliest possible opportunity to discuss the matter and giving you indications as to how the Order have not been satisfactorily delivered. The College reserves its right to suspend any payments due to you until the Order has been delivered in accordance with the agreement and instructions relating to that Order.

9.3 Any delay by the College in exercising its rights to terminate shall not constitute a waiver of those rights.

9.4 On termination of this agreement under clause 9.1, you shall disclose to the College all Order you have been commissioned to provide which you have not yet been delivered.

10. OBLIGATIONS ON FULFILMENT OF AN ORDER / ON TERMINATION

10.1 Any College property in your possession and any original or copy documents obtained by you in the course of fulfilling an Order shall be returned to the College Contact at any time on request and in any event on fulfilment of the relevant Order. You shall undertake to retroactively inform the College of any information relating to the Digital Images relating to the business of the College or any company in its group stored on any magnetic or optical disk or memory, and all matter deleted from sources which is in your possession or under your control outside the premises of the College.

10.2 Without prejudice to the generality of clause 10.1 you shall:

- (a) ~~without~~ delay, at the College's written request, either securely delete or securely re-encrypt any Personal Data provided to you by you or on behalf of the College in such form as the College reasonably requests after the order of:
 - (i) ~~the~~ fulfilment of the relevant Order related to processing; or
 - (ii) once processing by you of any such Personal Data is no longer required for the purposes of fulfilling the relevant Order; and
- (b) ~~delete~~ delete existing copies (unless storage of any data is required by applicable law, in such case may be retained but subject to compliance with any applicable Data Protection Laws). This clause shall survive the termination of this agreement.

11. STATUS

11.1 You shall be an independent contractor and nothing in this agreement shall render you an employee, worker, agent or partner of the College and you shall not hold yourself out as such.

11.2 You shall be fully responsible for and indemnify the College against any liability, expenses or costs for:

- (a) ~~any~~ whatsoever arising from or made in connection with the performance of an Order such recovery is not prohibited by law; and
- (b) ~~all~~ employment-related claim or any claim based on worker status (including reasonable and expenses) brought by you or any substitute against the College arising out of or in connection with the delivery of an Order.

Photography at Imperial

www.imperial.ac.uk/communications/photography/

Resources: The Photography webpages

- › College Asset Library
- › Commissioning a photoshoot
- › **Consent and permissions**
 - › Photography and filming notices
 - › When you do not need to gather consent
 - › When you need to gather consent
 - › The consent form
- › Photography guidelines
- › PPE in photography
- › Staff photoshoot
- › Photography digest blog

The screenshot shows the 'Photography' section of the Imperial College website. The navigation bar includes 'News and media', 'Internal Communications', 'Design and brand', 'Photography', 'Web and video', 'Communications toolkits', and 'MORE'. The left sidebar lists 'Photography' sub-pages: 'College Asset Library', 'Commissioning a photoshoot', 'Consent and permissions' (highlighted), 'Photography guidelines', 'PPE in photography', 'Staff photoshoot', and 'Photography digest blog'. The main content area is titled 'Consent and permissions' and includes an introductory paragraph, a section for 'When you do not need to gather consent' with three expandable items, and a section for 'When you need to gather consent' with two expandable items.

Communications and Public Affairs

News and media Internal Communications Design and brand Photography Web and video Communications toolkits MORE

Home / Administration and support services / Communications and Public Affairs / Photography / Consent and permissions

Consent and permissions

Consent and permissions are handled in a variety of ways depending upon the type of photography that you are undertaking. It is important to note that in most situations under the new GDPR policy a consent form is not required, as these are covered by our [privacy notices](#) and legitimate interests, but there are some very important guidelines that need to be followed.

The approach to consent changes slightly according to the type of photography you are undertaking. For some events and locations you must ask attendees to complete a photography consent form. However, even if you don't need to request consent, you should always make people aware that photography is taking place and let them know how they can opt out.

When you do not need to gather consent

[Expand all](#)

- General photography on Imperial campuses +
- Pre-registered events +
- Events open to all +

When you need to gather consent

[Expand all](#)

- Pre-registered events for children under 13 +
- Photography involving patients in care and in hospital +

Resources: The Photography webpages

- › College Asset Library
- › Commissioning a photoshoot
- › [Consent and permissions](#)
 - › [Photography and filming notices](#)
 - › [When you do not need to gather consent](#)
 - › [When you need to gather consent](#)
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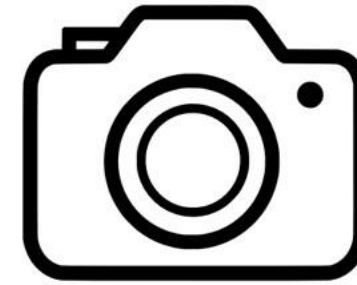
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Filming and photography are taking place

If you do not want your image to potentially appear in College publicity materials, please inform the photographer.

About photography at Imperial

Imperial College London uses professional photography to communicate about and promote the College and its work. This includes, but is not limited to, publishing images on the College's website, its social media channels, in its print publications and in other marketing material.

Our photography is stored in the College's Asset Library which can be accessed by members of the College community, who can download images for use in promoting the College and its work. Use of and access to your photo will be in accordance with the College's retention policy.

You can contact photography@imperial.ac.uk at any time to stop using your images, or to have your image erased. Alternatively, if you are at an event please speak to the photographer. To find out more about data protection and your rights please visit: www.imperial.ac.uk/data-protection

MORE

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[Expand all](#)

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Photography at Imperial

www.imperial.ac.uk/communications/photography/

When you do not need to gather consent

[Expand all](#)

General photography on Imperial campuses -

For any photography featuring the College and its work and which includes staff, students and contractors, such as researchers in a laboratory, learning and teaching in the classroom, or staff portraits, you **do not** need to gather consent, as this is covered by the College's [privacy notices](#).

However, you must let everyone involved know that there will be photography taking place. You can do this by including the following text in your communications with your key contact for the shoot, who should forward the information to everyone who will be present:

About your photoshoot

We use professional photography to communicate about and promote the College and its work. This includes, but is not limited to, publishing images on the College's website, its social media channels, in its print publications and in other marketing material.

Images from your shoot will also be uploaded to the [College Asset Library](#).

Our retention of your photos will be in accordance with the College's [Retention Schedule](#).

Please note that you or an attendee can contact [photography](#) at any time if you would like us to no longer use your image, or you would like us to erase your image from the Asset Library.

The College's [privacy notices](#) have more information about how we use photography of staff, students, and events (including members of public). Please ensure that others attending your photoshoot are aware of these notices prior to the arrival of the photographer.

Pre-registered events +

Events open to all +

When you need to gather consent

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When you need to gather consent

[Expand all](#)

Pre-registered events for children under 13

If attendees for your event need to register in advance and include children under the age of 13, then you **must** gather consent by asking attendees to complete a consent form. The consent form must be signed by the child's parent or guardian if they are under 13.

Download the [Photo consent form \(Word\)](#) for children under the age of 13

You must also to print and display this notice **prominently** at the event.

[Photography and filming notice for events](#)

Opting out of photography

Attendees should be made aware in advance that photography will be taking place at the event and should be given the opportunity to opt out. You can do this by including the following text in your communications and adding the relevant contact details where appropriate:

PHOTOGRAPHY / DIGITAL MEDIA STATEMENT

INFORMATION

As organisers of the event / programme we would like to take photographs of participants and their activities. Photographs and / or digital media may be used in our printed publications and / or on our website, in social media or in future publicity materials and third Party Media may also be invited to take photographs of the activities

*Please be aware of any signage / additional information which will identify where Photography is taking place and if you (or your guests) **do not** wish to be photographed / filmed in the above manner, please email (XXXXXXXXX@imperial.ac.uk), or inform the programme manager / event coordinator as soon as possible before the event in order for provisions to be made*

No names or personal details will be published alongside any pictures unless specific permission has been requested and granted from these parties.

You have the right to request that your image be removed from the digital server and from any unprinted / unpublished publicity material on the web by contacting (XXXXXXXXX@imperial.ac.uk). Use and/or access to your photo will be done so in accordance with the College retention schedule.

Resources: The Photography webpages

- › College Asset Library
- › Commissioning a photoshoot
- › Consent and permissions
 - › Photography and filming notices
 - › When you do not need to gather consent
 - › When you need to gather consent
 - › The consent form
- › Photography guidelines
- › PPE in photography
- › Staff photoshoot
- › Photography digest blog

Photo
www.i

PHOTOGRAPHY / DIGITAL MEDIA CONSENT FORM

For office use only	Date of photograph:
Location:	Staffed by (photographer and / or Imperial staff member):

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[Photograph](#)

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The organisers would like to take photographs and / or digital media of today's activity;

Any photographs, film footage or audio recordings taken for the College will be stored securely¹ and in accordance with the College's retention policy². Any form of digital media and / or photographs may appear in Imperial College London publicity materials on the web, in printed publications or in other forms of official social media (such as, YouTube, Facebook and Twitter).

You have the right to request that yours or your child's photo be removed from the digital server and from any unprinted / unpublished publicity material on the web by contacting photography@imperial.ac.uk

"I give consent for Imperial College London to take/use photographs as described above of me and/or my child" (if applicable) - Please circle an appropriate response.

YES NO

"I give consent for my name / child's name to be published with the image" (if applicable) - Please circle an appropriate response.

YES NO

To find out more regarding data protection and your rights please visit www.imperial.ac.uk/data-protection. If you require further information about the uses of photography please contact the organiser(s) at any time: Email: XXXXXXXXXX@imperial.ac.uk / Telephone: [XXXXXXXXXX](tel:XXXXXXXXXX)

Name of Participant:

Signature of Participant
(if aged 13 or over)

Email (optional)
(parent/guardian or 13+)

IF SUBJECT IS UNDER 13, SIGNATURE OF PARENT / GUARDIAN IS REQUIRED

Name of Parent/Guardian:

Signature (Parent/Guardian):

Date Completed

¹Our photography is stored in the College's Asset Library, a resource that is managed by Communications and Public Affairs, as well as in secured electronic storage on the College network.

²To view the Retention Schedule please visit <https://www.imperial.ac.uk/media/imperial-college/administration-and-support-services/records-and-archives/public/RetentionSchedule.pdf>

[Expand all](#)

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Photography at Imperial

www.imperial.ac.uk/communications/photography/

Resources: The Photography webpages

- › College Asset Library
- › Commissioning a photoshoot
- › Consent and permissions
- › **Photography guidelines**
 - › Intro / Health and Safety
 - › Lab Research / Learning and Teaching
 - › Events / Formal / Graduation
 - › Architecture / Portraits
 - › Framing and Usage
- › PPE in photography
- › Staff photoshoot
- › Photography digest blog

IMPERIAL COLLEGE LONDON

Photography Guidelines
May 2018

Introduction / Health & Safety
▶ Lab Research
Learning & Teaching
Event Photography
Architecture
Portraits
Framing & Usage

3 Lab Research

People in situ
Aim to provide photographs that are "fly-on-the-wall", where the subject is not interacting with the camera. Be very careful in these situations to observe the health and safety requirements of the location yourself: ask permission before using a surface for your equipment and be very careful not to bump or move anything.

Be aware that some people in the environment may not be involved in the shoot, so be sure not to interrupt them and check that they are happy to appear in the background of any shots.

For editorial usage try to include some shots with a shallow depth of field and some breathing space for the type to sit on top. Examples of editorial usage are included on the final page.

Keep angles natural to the subject matter wherever possible. Avoid dramatic angles or diagonals unless absolutely unavoidable to bring a key item into frame.

Ensure that any personal or patient data on screens or labels is not visible or blurred out completely in post production.



IMPERIAL COLLEGE LONDON

Photography Guidelines
May 2018

Introduction / Health & Safety
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Photography at Imperial

www.imperial.ac.uk/communications/photography/

Resources: The Photography webpages

- › College Asset Library
- › Commissioning a photoshoot
- › Consent and permissions
- › Photography guidelines
- › **PPE in photography**
 - › PPE guidance and College policy
 - › ...also in guidelines with images
 - › ...also on the blog with images
- › Staff photoshoot
- › Photography digest blog

The screenshot shows a web page from Imperial College's Communications and Public Affairs department. The page title is 'PPE in photography'. The navigation bar includes 'News and media', 'Internal Communications', 'Design and brand', 'Photography', 'Web and video', 'Communications toolkits', and 'MORE'. A left-hand menu under 'Photography' lists various resources, with 'PPE in photography' highlighted in purple. The main content area contains an introductory paragraph, a section titled 'About PPE and photography at Imperial' with a link to the 'College's PPE Code of Practice', and a section titled 'GENERAL GOOD PRACTICE FOR ALL LABORATORY PHOTOGRAPHY'.

Communications and Public Affairs

News and media Internal Communications Design and brand Photography Web and video Communications toolkits MORE

Photography

College Asset Library Commissioning a photoshoot Consent and permissions Photography guidelines **PPE in photography** Staff photoshoot Photography digest blog

Home / Administration and support services / Communications and Public Affairs / Photography / PPE in photography

PPE in photography

Photography at Imperial should reflect the College's commitment to safety in the workplace. Our guidance provides advice on Personal Protective Equipment (PPE) in photography, good practice for photography in a lab, and specific settings and photography styles.

All photographers working on behalf of the College should ensure that when undertaking shoots in College laboratories and technical workshops, appropriate safety measures are depicted. Our commitment to safety in the workplace should be evident in all our photographs. The guidance below relates to the use of PPE in photography.

About PPE and photography at Imperial

The [College's PPE Code of Practice was approved in 2016](#) (login required). Every laboratory and technical workshop at the College undergoes a workplace risk assessment, which determines the PPE required in that environment. The PPE requirements are displayed at the entrance to the workplace, and all researchers and technical staff working there have a responsibility to ensure that they meet these requirements.

Photographers should ensure that all people photographed in lab settings are using the PPE that is required for that setting. However, please note additional guidance below on portraits in lab settings. Photographers themselves should also ensure that they are wearing the PPE appropriate to the setting.

GENERAL GOOD PRACTICE FOR ALL LABORATORY PHOTOGRAPHY

Photographers should ensure that all people photographed in lab settings are following these general guidelines. We need to follow these rules and ensure that proper procedures are followed, especially when we are sharing our practices externally.

Participants should always follow the strongest PPE requirements for their activity during the shoot, as the image could be removed from the Asset Library if the subjects featured do not follow the College's PPE Code of Practice.

Photography at Imperial

www.imperial.ac.uk/communications/photography/

Resources: The Photography webpages

- › College Asset Library
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- › PPE in photography
 - › PPE guidance and College policy
 - › ...also in guidelines with images
 - › ...also on the blog with images
- › Staff photoshoot
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IMPERIAL COLLEGE LONDON

Photography Guidelines
May 2018

› Introduction / Health & Safety
Lab Research
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2 Health and Safety in photography

Before beginning a shoot in a laboratory or workshop environment, check the Personal Protective Equipment (PPE) requirements for the space by reviewing (and photographing) the PPE sign on the door and by talking to the researchers and staff in the space. All individuals photographed engaging in research should be wearing the correct PPE required for the space they are in.

For portrait photography away from the workbench, or laboratories that do not have specific PPE requirements, all photography subjects should still follow general guidelines for safe attire: long hair tied back, protective eyewear, lanyards tucked into clothing, lab coats buttoned up, sleeves rolled down, and closed-toe shoes.

Take a photograph of the College ID Card of each person featured in the photographs.

For more information on PPE in photography, read our policy here:
www.imperial.ac.uk/communications/web/photography/personal-protective-equipment

Lab coats
If lab coats are worn, they must be fastened right up to the top button, even for portraits. If one person in shot is wearing a lab coat, then everyone must wear lab coat, even those in the background.

Protective eyewear
If there is any activity involving liquids, then protective eyewear must be worn in lab photography, even if the liquid is harmless. If one person is wearing protective eyewear in shot, then everyone must wear protective eyewear.

Gloves
If gloves are necessary, then their use should be consistent in images, and everyone in the shot should be wearing them.

Howie lab coats
The types of lab coats that appear in shot should be consistent. Howie lab coats (with the high neck and closed collar) should not be mixed with non-Howie coats, and should be fastened up to the top button.

Long hair and jewellery
Long hair should be tied back and there should be no hanging earrings or jewellery.

Portraits
For portraits the PPE rules can be relaxed. However, there must be no visible activity in the background, everything must be put away and the subject clearly away from the bench. However, lab coats, if worn, must still be fastened up to the top!

Image Examples:

Two columns of image pairs are shown. Each pair consists of a 'BAD' example and a 'GOOD' example. The 'BAD' examples show: lab coats not fastened to the top, inconsistent lab coat types, protective eyewear worn by only one person, long hair not tied back, and visible activity in the background of portraits. The 'GOOD' examples show: lab coats fastened to the top, consistent lab coat types, protective eyewear worn by everyone, long hair tied back, and clear subjects in portraits with no background activity.

IMPERIAL COLLEGE LONDON

Photography Guidelines
May 2018

› Introduction / Health & Safety
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 - › PPE guidance and College policy
 - › ...also in guidelines with images
 - › ...also on the blog with images
- › Staff photoshoot
- › Photography digest blog

Photography at Imperial

www.imperial.ac.uk/communications/photography/

For bare skin, long hair, and facial piercings, eye wear where necessary, jewellery tucked into clothing, lab coats buttoned up if worn, sleeves rolled down, and closed-toe shoes.

Lab coats

If lab coats are worn, they must be fastened right up to the top button, even for portraits away from the workbench. If one person in shot is wearing a lab coat, then everyone must wear lab coat, and they must be done up to the top, even for people featured in the background.



BAD



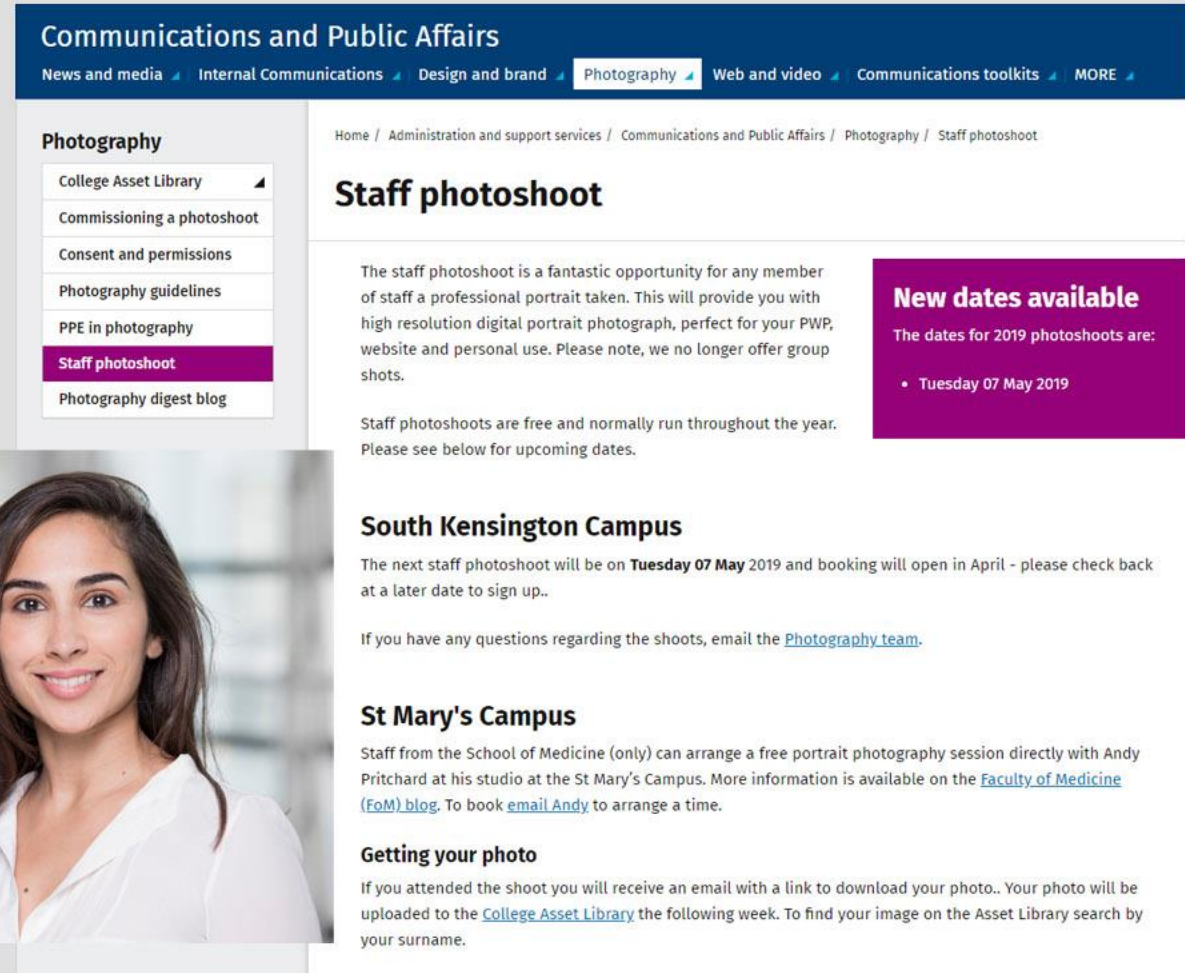
GOOD

Photography at Imperial

www.imperial.ac.uk/communications/photography/

Resources: The Photography webpages

- › College Asset Library
- › Commissioning a photoshoot
- › Consent and permissions
- › Photography guidelines
- › PPE in photography
- › [Staff photoshoot](#)
- › Photography digest blog



The screenshot shows the 'Staff photoshoot' page on the Imperial College website. The page has a dark blue header with the text 'Communications and Public Affairs' and a navigation menu with items like 'News and media', 'Internal Communications', 'Design and brand', 'Photography', 'Web and video', 'Communications toolkits', and 'MORE'. A left-hand sidebar menu lists various photography-related topics, with 'Staff photoshoot' highlighted in purple. The main content area features a breadcrumb trail, a title 'Staff photoshoot', and introductory text about the opportunity. A purple callout box on the right highlights 'New dates available' for 2019, listing 'Tuesday 07 May 2019'. Below this, there are sections for 'South Kensington Campus' and 'St Mary's Campus', each providing details on when and how to book. A 'Getting your photo' section explains the process of receiving and downloading the photo. A large portrait of a woman with long dark hair is shown on the left side of the page.

Communications and Public Affairs

News and media Internal Communications Design and brand Photography Web and video Communications toolkits MORE

Home / Administration and support services / Communications and Public Affairs / Photography / Staff photoshoot

Staff photoshoot

The staff photoshoot is a fantastic opportunity for any member of staff a professional portrait taken. This will provide you with high resolution digital portrait photograph, perfect for your PWP, website and personal use. Please note, we no longer offer group shots.

Staff photoshoots are free and normally run throughout the year. Please see below for upcoming dates.

New dates available
The dates for 2019 photoshoots are:

- Tuesday 07 May 2019

South Kensington Campus

The next staff photoshoot will be on **Tuesday 07 May 2019** and booking will open in April - please check back at a later date to sign up..

If you have any questions regarding the shoots, email the [Photography team](#).

St Mary's Campus

Staff from the School of Medicine (only) can arrange a free portrait photography session directly with Andy Pritchard at his studio at the St Mary's Campus. More information is available on the [Faculty of Medicine \(FoM\) blog](#). To book [email Andy](#) to arrange a time.

Getting your photo

If you attended the shoot you will receive an email with a link to download your photo.. Your photo will be uploaded to the [College Asset Library](#) the following week. To find your image on the Asset Library search by your surname.



Photography at Imperial

www.imperial.ac.uk/blog/photography/

Resources: The Photography blog

- › Behind the scenes
- › Featured images
- › Galleries
- › Photo stories
- › Resource guides
- › Photo tips
- › Lynda tutorials

Imperial College
London

The Imperial Photography Digest

[Home](#) / [Imperial blogs](#) / [The Imperial Photography Digest](#)

Featured Images – Women at Imperial Week

For this years Women@Imperial week I've put together a gallery of Imperial Women representing all corners of College life.

Thomas Angus, College
Photographer and Image Manager
1 March 2019

- ACTION
- ASSET LIBRARY
- AVAILABLE LIGHT
- CAMPAIGN
- PORTRAIT
- ASSET LIBRARY

[VIEW ALL](#)




Image © Thomas Angus / Imperial College London [Click Image to expand]
[\(more...\)](#)

[Read Featured Images – Women at Imperial in full](#)

INTRODUCTION

[What is the Imperial Photography Digest?](#)

SUBSCRIBE

Enter your email address to subscribe to this blog.

RESOURCES

[Visit The Photography Toolkit](#)
[The Photography Guidelines](#)
[Imperial's Asset Library](#)

RECENT POSTS

[Featured Images – Women at Imperial](#)
[Student placements at Williams F1](#)
[Pae Natwilai pays a visit](#)
[Featured Image – Noura Zamzam and Lasers](#)
[A day in the life of Imperial](#)

Photography at Imperial

www.imperial.ac.uk/blog/photography/

Resources: The Photography blog

› [Behind the scenes](#)

› [Featured images](#)

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› [Photo stories](#)

› [Resource guides](#)

› [Photo tips](#)

› [Lynda tutorials](#)

Inside the filming of 'Attenborough's Wonder of Eggs' at Imperial College London.

When David came to visit...



© Thomas Angus, Imperial College London (Mike Birkhead Associate/Attenborough Eggs BBC)

Image © Thomas Angus / Imperial College London [Click Image to expand]

Back in September we were honoured to receive David on Campus to film his new

Photography at Imperial

www.imperial.ac.uk/blog/photography/

Resources: The Photography blog

- › Behind the scenes
- › [Featured images](#)
- › Galleries
- › Photo stories
- › Resource guides
- › Photo tips
- › Lynda tutorials

“Can we have an image of the Klug Lab’s lasers?”

The interesting process of getting this image of the lasers in Professor David Klug’s lab...



Photography at Imperial

www.imperial.ac.uk/blog/photography/

Resources: The Photography blog

- › Behind the scenes
- › Featured images
- › Galleries
- › Photo stories
- › Resource guides
- › Photo tips
- › Lynda tutorials

The screenshot shows the Imperial College London Photography blog homepage. It features a grid of images and a sidebar with navigation and social media links.

RESOURCES
Visit The Photography To The Photography Guide!!
Imperial's Asset Library

RECENT POSTS
Featured Images - Women Imperial
Student placements at W F1
Pee Nattalal pays a visit
Featured Image - Noura J and Larsen
A Day in the Life of Imperial Photography
Crest Expedition

ARCHIVES
Select Month

CATEGORIES
Select Category

FOLLOW ME ON TWIT
Tweets by @thomasanguis

Featured Images - Women Imperial
@thomasanguis
I've put together a gallery of portraits of Imperial Women's International Women's Day at all corners of College life here @imperialcollege #InternationalWomenInScience #IWD2019 weatImperial.ac.uk/blog/phot

Featured Images - Women Imperial
@thomasanguis
Tonight's #ImperialLives @imperialcollege features our 'heroes' frames for #ImperialWonder Women in the main way, not least a huge amount @imperialcpm

Image 1: A scientist in a white lab coat working in a laboratory.
Caption: Image © Thomas Anguis / Imperial College London [Click image to expand]

Image 2: A woman in a white lab coat setting up equipment in a laboratory.
Caption: I start with Research Technician Dr Paola Ferrini setting up the brand new R.O.A.R lab in the Molecular Sciences Research Hub.

Image 3: Two women walking through a modern, brightly lit hallway with red walls.
Caption: Image © Thomas Anguis / Imperial College London [Click image to expand]

Image 4: A woman sitting on a bench in a lecture hall, looking at a chalkboard.
Caption: Ann Mugeridge in a candid moment with PhD student Rebecca Hihinashvili. Rebecca is an Alan Howard Scholarship recipient which supports collaboration between British and Israeli academics.

Image 5: A woman standing next to a Williams F1 racing car.
Caption: Elizabeth and Carlota on a year in Industry at Williams F1 Racing in Oxford. This image made a great double page spread in **this years Undergraduate Prospectus**.

Image 6: A woman standing in a modern office or laboratory setting.
Caption: Image © Thomas Anguis / Imperial College London [Click image to expand]

Image 7: A woman standing on a rocky mountain peak, looking out over a valley.
Caption: Anna Napolitano, Quality Assurance and 3Rs Programme Manager, in the ICTEM at Hammersmith.

Photography at Imperial

www.imperial.ac.uk/blog/photography/

Resources: The Photography blog

- › Behind the scenes
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- › [Photo stories](#)
- › Resource guides
- › Photo tips
- › Lynda tutorials

Trekking with an Imperial Expedition Crew

An expedition team of eight Imperial students trekked unsupported across one of Crete's most tiring and difficult walking routes – E4 – for three and a half weeks. My job was to document one stage of the trip, while keeping up.



Image © Thomas Angus / Imperial College London [Click Image to expand]

In the image above ([click to enlarge](#)), the expedition team can be seen coming in on the left of the frame in this large-scale stitched image. I really recommend that you [view it at full-width!](#)

I picked up their journey at Aglai Roumeli, a small village in the south west of Crete, which is only accessible by boat. From here, I was going to trek with the group up the Samaria Gorge to the Kellergi Refuge, from where we would climb on to the Mount Gigilos before I left them to continue on their journey. This would be the first time I had gone along to shoot an Imperial expedition.

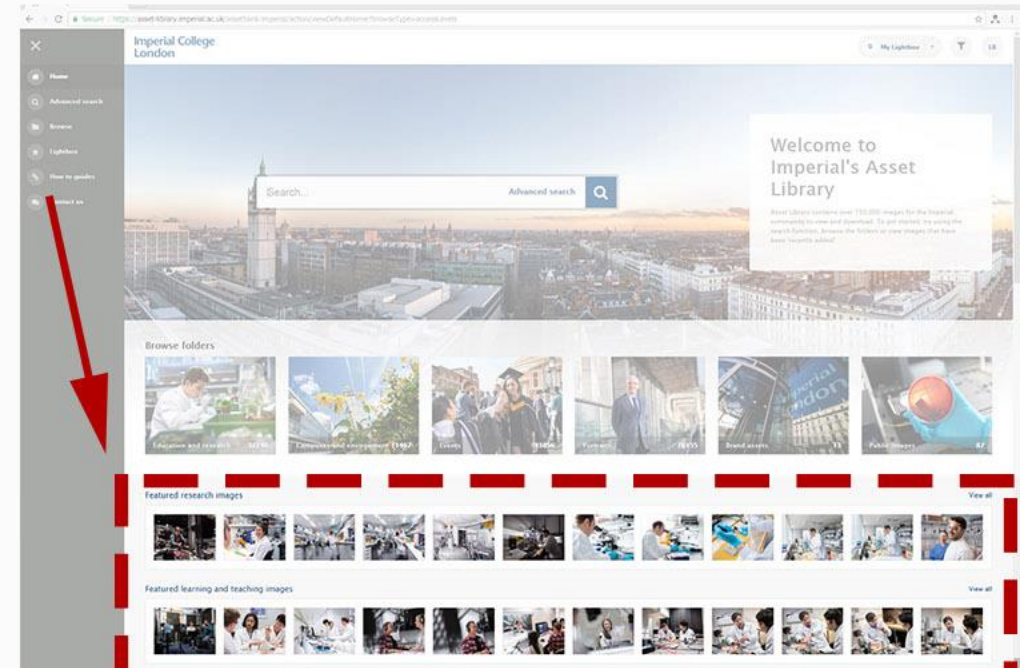
Photography at Imperial

www.imperial.ac.uk/blog/photography/

Resources: The Photography blog

- › Behind the scenes
- › Featured images
- › Galleries
- › Photo stories
- › [Resource guides](#)
- › Photo tips
- › Lynda tutorials

Its possible to navigate quickly between images in the featured collections and each item includes a link to the full set of images from the original shoot, which can help you find related content easily.



The current featured collections on the Asset Library include:

- [Research](#)

Photography at Imperial

www.imperial.ac.uk/blog/photography/

Resources: The Photography blog

- › Behind the scenes
- › Featured images
- › Galleries
- › Photo stories
- › Resource guides
- › [Photo tips](#)
- › Lynda tutorials

The student's hat is also positioned almost exactly in the top third intersection of the image according to the rule of thirds. There are also physical leading lines to the same location, so it's almost impossible to look around the image without first looking at the student taking notes.



Below is a wider establishing shot from the morning with Imperial students taking over the bay, this image was printed at 3 metres across and can now be seen hung in the Department of Earth Science and Engineering.

Photography at Imperial

www.imperial.ac.uk/blog/photography/

Resources: The Photography blog

- › Behind the scenes
- › Featured images
- › Galleries
- › Photo stories
- › Resource guides
- › [Photo tips](#)
- › Lynda tutorials



Imperial staff and students can view the original image along with the others from this set on the [College's Asset Library](#)

Find out more about the Rule of Thirds

Watch a short video exploring 'the rule of thirds' in photography on [Lynda.com](#) (College users have **free access to Lynda courses**)

Read an article here on [Wikipedia](#) about how the colour red attracts attention

By Thomas Angus

Categorised under Available light, Image of the week, Photo tips, Portrait

Tagged Dorset, Earth Science and Engineering, Field Trip, Geology, Thomas Angus, Undergraduate

Photography at Imperial

www.imperial.ac.uk/blog/photography/

Resources: The Photography blog

- › Behind the scenes
- › Featured images
- › Galleries
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- › Photo tips
- › [Lynda tutorials](#)

The screenshot shows a Lynda.com course page. At the top, there is a navigation bar with the Lynda.com logo, a search bar, and links for 'Start My Free Month' and 'Reactivate'. Below this is a promotional banner for a free month on LinkedIn Learning. The main content area features the course title 'Day two solution: Shooting leading lines' and a video player. The video player shows a man sitting on a stone ledge in a garden, with a play button overlay and the text 'Preview This Course'. To the right of the video player is a 'Related' section with three small image thumbnails. Below the video player is an 'About this video' section with a short description.

Lynda.com LIBRARY Search for the software or skills you want to learn

Start My Free Month Reactivate Solutions for: Business Higher Education

Start your free month on LinkedIn Learning, which now features 100% of Lynda.com courses. Develop in-demand skills with access to thousands of expert-led courses on business, tech and creative topics.

Photography › Photography Foundations

Day two solution: Shooting leading lines
From: 5-Day Photo Challenge: Composition

Preview This Course

Related

Contents

Search

Day One

Day one c
light
1m 23s

Day one s
light
3m 36s

Day Two

Day two c
leading li

About this video

Join Ben Long for an in-depth discussion in this video Day two solution: Shooting leading lines, part of 5-Day Photo Challenge: Composition.

Photography at Imperial

www.imperial.ac.uk/blog/photography/

Resources: The Photography blog

- › Behind the scenes
- › Featured images
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- › Photo stories
- › Resource guides
- › Photo tips
- › [Lynda tutorials](#)

The screenshot shows the Lynda.com website interface. At the top, there is a navigation bar with the Lynda.com logo, a search bar, and links for 'Start My Free Month' and 'Reactivate'. Below the navigation bar, a promotional banner encourages users to start a free month on LinkedIn Learning. The main content area features a large video player for the course 'Introduction to Photography' by Ben Long. The video player has a play button and a 'Preview This Course' label. To the right of the video player, there is a 'Related Courses' section with four course thumbnails. Below the video player, there is a 'Contents' section with a search bar and a list of course sections. The 'Overview' section is currently selected, showing the author's name (Ben Long), the release date (9/15/2015), and a description of the course. A 'Skill Level' indicator shows 'Beginner' and a 'Duration' indicator shows '1h 52m'.

Lynda.com LIBRARY Search for the software or skills you want to learn Sign In
Start My Free Month Reactivate Solutions for: Business Higher Education Government | B
Start your free month on LinkedIn Learning, which now features 100% of Lynda.com courses. Develop in-demand skills with access to thousands of expert-led courses on business, tech and creative topics. Start My

Photography > Night + Low Light
Introduction to Photography

Preview This Course

Related Courses

- Photograph Foundations with Ben Long 3h 24m + App
- Photograph Foundations with Ben Long 5h 29m + Inte
- Photograph Foundations with Ben Long 2h 32m + Beg
- Photograph Foundations with Ben Long 4h + Intermed

Contents Notebook

Search This Course

Welcome

- Introduction 2m 10s
- 1. Cameras and Lenses
 - Understanding the basics of a camera 4m 34s
 - Exploring the basics of a DSLR 4m 57s
 - Understanding mirrorless camera 2m 16s

Overview Transcript View Offline

Author Ben Long

Released 9/15/2015 CC

It takes more than a camera to be a good photographer. But with today's smart technology and training from lynda.com, it's easier than ever to learn how to take great pictures. This course, designed strictly for beginners, provides for a solid grounding in the skills and tools you'll need to explore the world of digital photography. Ben Long starts with a look at the different types of cameras on the market and guidelines for setting your camera up for success. He also introduces the theory behind exposure: controlling the amount of light that reaches the camera's sensor.

Skill Level Beginner

Duration 1h 52m

Asset library - featured collections

<https://asset-library.imperial.ac.uk/>

The screenshot displays the Imperial College London Asset Library website. On the left is a dark sidebar with navigation options: Advanced search, Browse, Lightbox, How to guides, and Contact us. The main content area features a large background image of a modern building with a search bar overlaid. The search bar includes a search icon, a dropdown menu for '- Any Type -', and a search button. A white text box on the right contains a welcome message and a brief description of the library's content. Below this is a 'Browse folders' section with six categories, each represented by a thumbnail image and a count: Academic (41502), Campus life (13096), Events (101840), Portraits (25172), Brand and communications (522), and Public Images (88). At the bottom, there is a 'Featured research images' section with a row of small image thumbnails and a 'View all' link on the right.

Advanced search

Search... - Any Type -

Welcome to Imperial's Asset Library

Asset Library contains over 150,000 images for the Imperial community to view and download. To get started, try using the search function, browse the folders or view images that have been 'recently added'.

Browse folders

Folder	Count
Academic	41502
Campus life	13096
Events	101840
Portraits	25172
Brand and communications	522
Public Images	88

Featured research images

[View all](#)

Asset library - featured collections

<https://asset-library.imperial.ac.uk/>



Featured research images

[View all](#)



Featured learning and teaching images

[View all](#)



Featured public engagement images

[View all](#)



Featured images from around campus

[View all](#)



Advanced search

405 results - 0 selected

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150214_nguyen_dianna_013
ID: 249482
Dianna Nguyen - Departmental Technician MSRH, Specialist Chemical...

150214_nguyen_dianna_029
ID: 249498
Dianna Nguyen - Departmental Technician MSRH, Specialist Chemical...

190312_pino_munoz_catalina_energystorage_001
ID: 249036
Mrs. Catalina A. Pino Muñoz Faculty of Engineering, Department of...

000190130_roar_lab_msrh_001
ID: 247799
Centre for Rapid Online Analysis of Reactions (ROAR) ROAR will...

181217_wade_jess_dls_065
ID: 246818
Dr Jessica Wade Faculty of Natural Sciences, Department of...

00182211_Msci_chemistry_nmr_lab_msrh_025
ID: 245821
4th year Chemistry undergraduate students Hui-Yee Tan (brown top)...

00182211_Msci_chemistry_nmr_lab_msrh_001
ID: 245797
4th year Chemistry undergraduate students Hui-Yee Tan (brown top)...

00182211_Msci_chemistry_nmr_lab_msrh_003
ID: 245799
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00182211_Msci_chemistry_nmr_lab_msrh_026
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181122_kafizas_andreas_msrh_007
ID: 245753
Dr Andreas Kafizas Faculty of Natural Sciences, The Grantham...

181030_quantum_navigation_006
ID: 244608
UK's first commercial quantum accelerometer for navigation. M...

181030_quantum_navigation_001
ID: 244603
UK's first commercial quantum accelerometer for navigation. M...

Advanced search > Search Results > 000190130_roar_lab_msrh_001

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000190130_roar_lab_msrh_001



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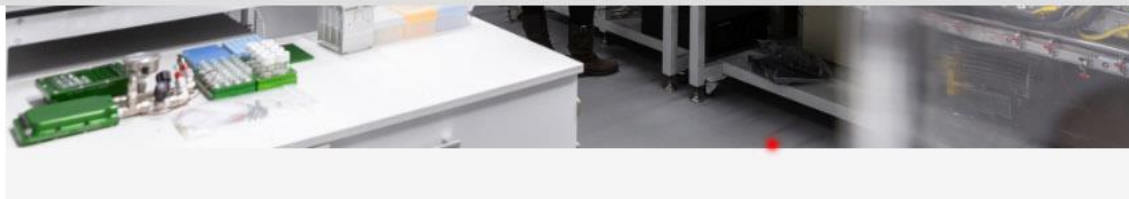
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Title: 000190130_roar_lab_msrh_001

ID: 247799

Description: Centre for Rapid Online Analysis of Reactions (ROAR)

ROAR will provide hardware, software and expertise to facilitate studies on existing and new synthetic methodologies, particularly reactions that can deliver great atom- and step-efficiencies. The aim is to champion a new networked approach to chemical science, particularly at the interdisciplinary areas with engineering, analytical science, applied mathematics and data analysis. ROAR will support both fundamental and translational research, by focusing on developing protocols and tools that can enable a rapid and comprehensive analysis of reactions in terms of efficiency, selectivity, and robustness. Serving as an incubator of creativity while delivering transformative solutions, the institute will aim to become the go-to provider for solutions for industrial and societal challenges.

Dr Paola Ferrini
Faculty of Natural Sciences, Department of Chemistry
Research Technician – Analysis of Chemical Reactions

Helping setup the ROAR

Keywords: **Chemistry**, **res170809**, **molecular sciences research hub**, **msrh**

Campus: White City

Photographer: **Thomas Angus**

Include event assets in search?: **No**

Folders: **Campus life / White City Campus / Molecular Sciences Research Hub (MSRH) / Academic / Faculty of Natural Sciences / Chemistry / Centre for Rapid Online Analysis of Reactions (ROAR)**

Date Created: 29/01/2019 15:20:21

Size: 11.38 MB; 5638 x 3758 pixels; 477 x 318 mm (print at 300 DPI); 1492 x 994 mm (screen at 96 DPI);



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Centre for Rapid Online Analysis of Reactions (ROAR) (67 assets)

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000190130_roar_lab_msrh_007 ID: 247805 Centre for Rapid Online Analysis of Reactions (ROAR) ROAR will...	000190130_roar_lab_msrh_008 ID: 247806 Centre for Rapid Online Analysis of Reactions (ROAR) ROAR will...	000190130_roar_lab_msrh_009 ID: 247807 Centre for Rapid Online Analysis of Reactions (ROAR) ROAR will...	000190130_roar_lab_msrh_010 ID: 247808 Centre for Rapid Online Analysis of Reactions (ROAR) ROAR will...	000190130_roar_lab_msrh_011 ID: 247809 Centre for Rapid Online Analysis of Reactions (ROAR) ROAR will...	000190130_roar_lab_msrh_012 ID: 247810 Centre for Rapid Online Analysis of Reactions (ROAR) ROAR will...
					

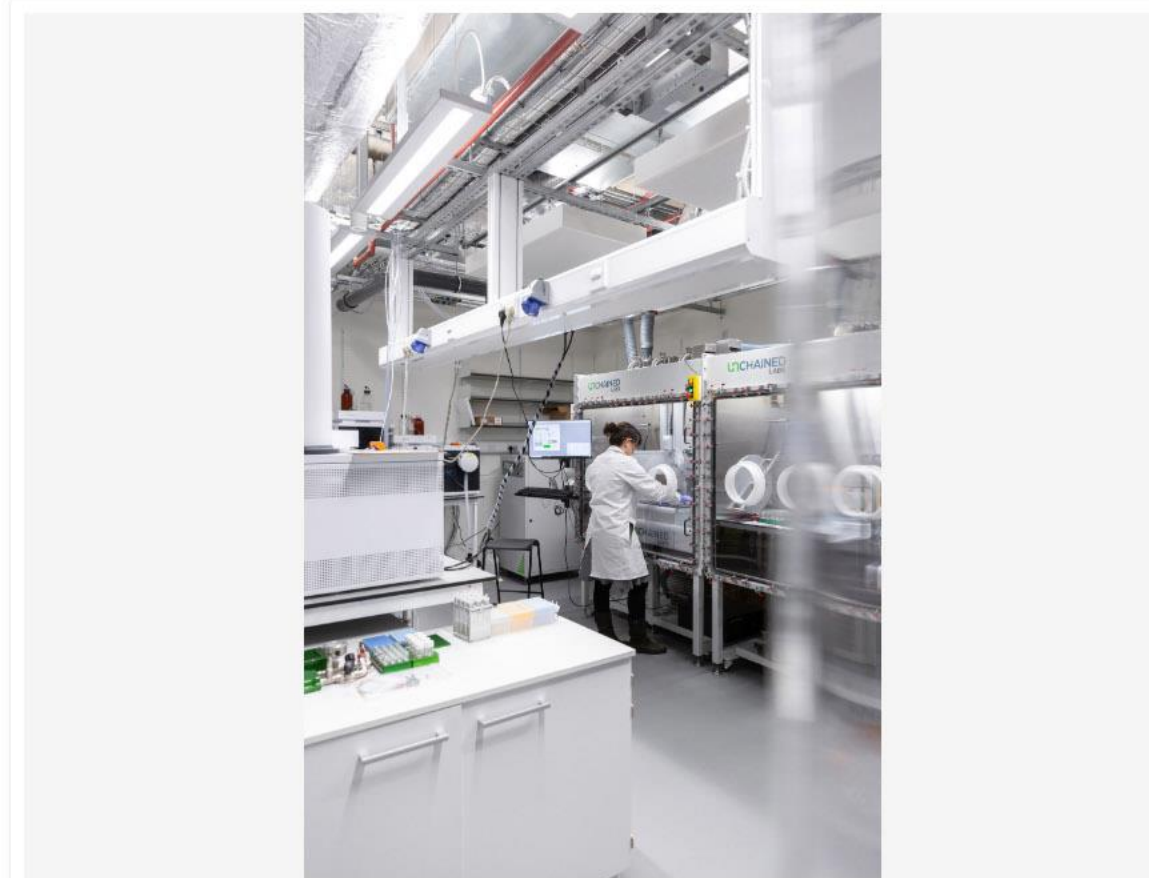
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Folders > Academic > Faculty of Natural Sciences > Chemistry > Centre for Rapid Online Analysis of Reactions (ROAR) > Asset Details

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000190130_roar_lab_msrh_002



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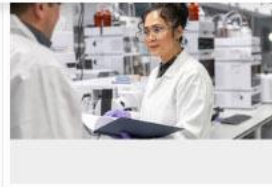
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190222_horizons_french_level4_004
ID: 249428
Imperial Horizons Develop your intellectual curiosity and skill set...



150214_nguyen_dianna_022
ID: 249491
Dianna Nguyen - Departmental Technician MSRH, Specialist Chemical...



150214_nguyen_dianna_001
ID: 249470
Dianna Nguyen - Departmental Technician MSRH, Specialist Chemical...



150214_nguyen_dianna_042
ID: 249511
Dianna Nguyen - Departmental Technician MSRH, Specialist Chemical...



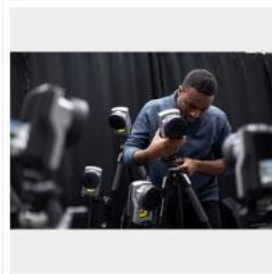
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ID: 249502
Dianna Nguyen - Departmental Technician MSRH, Specialist Chemical...



190312_pino_munoz_catalina_energystorage_002
ID: 249037
Mrs. Catalina A. Pino Muñoz Faculty of Engineering, Department of...



190206_bailey_courtnae_001
ID: 249324
Courtnae Bailey Faculty of Natural Sciences, Centre for Environmental...



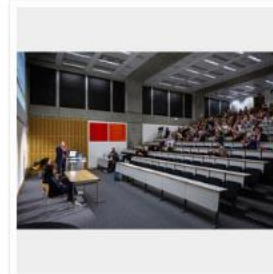
190206_kedgley_angela_030
ID: 249321
Angela Kedgley Faculty of Engineering, Department of Bioengineering ...



000190130_roar_lab_msrh_044
ID: 247842
Centre for Rapid Online Analysis of Reactions (ROAR) ROAR will...



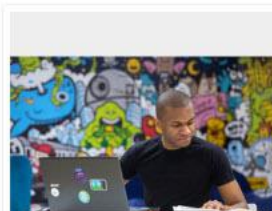
000190130_roar_lab_msrh_038
ID: 247836
Centre for Rapid Online Analysis of Reactions (ROAR) ROAR will...



180110_nhli_athena_swan_lecture_044
ID: 247290
How can we celebrate and support diversity in STEM: a younger...



190108_adelekan-kamara_yasmin_004
ID: 247226
Yasmin Adelekan-Kamara - MBBS/BSc Medicine Yasmin Adelekan-Kamara is...



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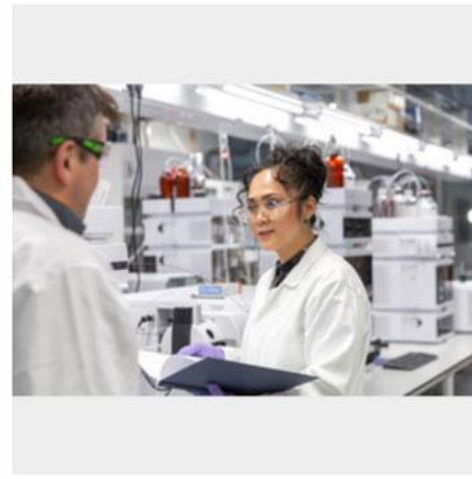
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190222_horizons_french_level4_004

ID: 249428

Imperial Horizons Develop your intellectual curiosity and skill set...



150214_nguyen_dianna_022

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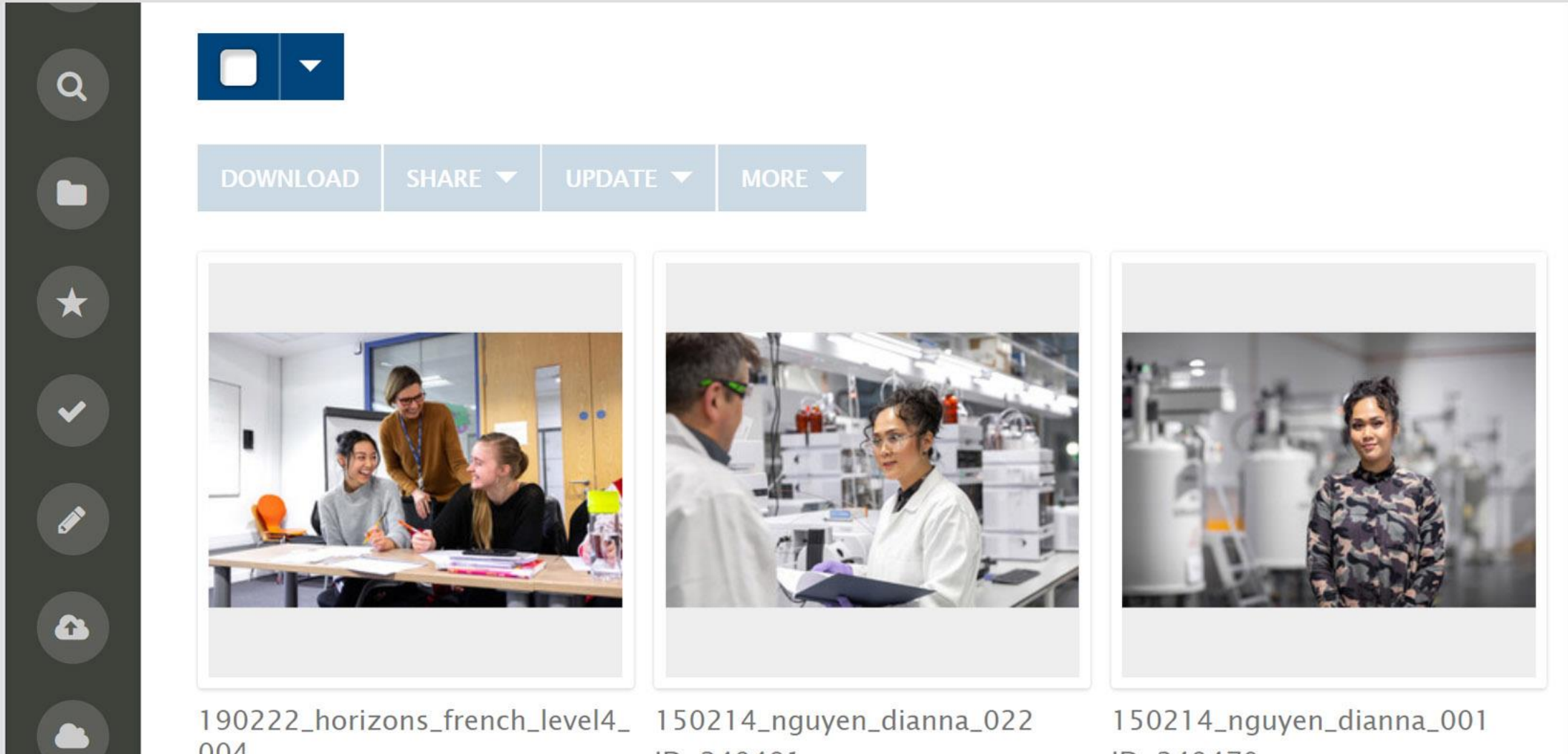
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ID: 249470


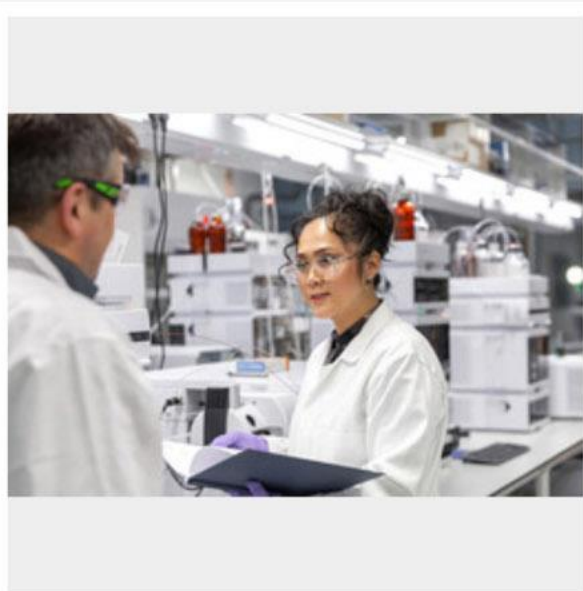
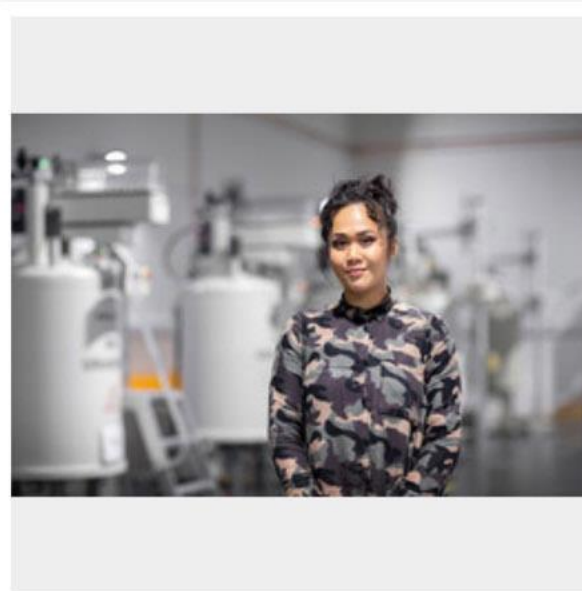
Dianna Nguyen – Departmental Technician MSRH, Specialist Chemical...

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The screenshot displays the Imperial College London Asset Library interface. On the left is a vertical sidebar with icons for search, folder, star, checkmark, pencil, upload, and cloud. The main content area features a top navigation bar with a search icon and a dropdown arrow, followed by buttons for 'DOWNLOAD', 'SHARE', 'UPDATE', and 'MORE'. Below this is a grid of three image thumbnails. Each thumbnail is accompanied by a caption below it.

Thumbnail 1	Thumbnail 2	Thumbnail 3
		
190222_horizons_french_level4_004	150214_nguyen_dianna_022 ID: 240401	150214_nguyen_dianna_001 ID: 240470

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Folders > Events > 2018

2018



















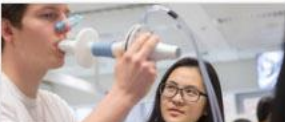





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Subfolders of 2018

 <p>Michael Uren Biomedical Engineering Research Hub - Topping Out 46</p>	 <p>FONS Make a difference 2018 74</p>	 <p>Bugs Day 2018 - Silwood Park 151</p>	 <p>Airbus Defence & Space launch White City 35</p>	 <p>Mr Cai Qi visit to the DSI GDO 37</p>	 <p>Festival & Alumni Weekend 2018 1374</p>
 <p>Dyson Design Engineering Showcase 2018 117</p>	 <p>Maker Challenge Final - White City 96</p>	 <p>Enterprise Week - Hackspace Demo Day 35</p>	 <p>Diverse@Imperial 2018 35</p>	 <p>AI Fringe, Jan 2018 121</p>	 <p>AHSC Seminar - New surgical innovations and tools 34</p>
 <p>The Schrodinger Lecture 2018: Professor Ben L. Feringa 37</p>	 <p>Rt Hon Matthew Hancock MP visit to White city 71</p>	 <p>AIMS Accelerate into Maths - White City 24</p>	 <p>The Civil & Environmental Engineering Showcase 97</p>	 <p>Agilent Ceremonial Signing 7</p>	 <p>Grantham Annual Lecture 2018 108</p>
 <p>European hub of research-intensive universities actively</p>	 <p>Professor Alice P. Gast</p>	 <p>AI Fringe, Jan 2018</p>	 <p>Agilent Ceremonial Signing</p>	 <p>Grantham Annual Lecture 2018</p>	 <p>Mr Cai Qi visit to the DSI GDO</p>

Asset library - Advanced Search

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- Download options

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Asset Library contains over 150,000 images for the Imperial community to view and download. To get started, try using the search function, browse the folders or view images that have been 'recently added'.






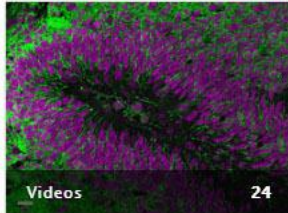
Search... [Less ^](#)

Include event assets in search?: No Yes

Include previous versions?

[SEARCH](#) [Advanced search](#)

Browse folders

 Academic 44202	 Campus life 14640	 Events 109190	 Portraits 28484	 Brand and communications 578	 Videos 24
--	--	---	---	--	---

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Photographer:

Date Created: between and

Date Added: between and

ID:

Orientation:

Active Status:

Usage Rights:

Added By:

Artwork Status:

Date Last Modified: between and

Expiry Date: between and

Agreement type:

Folders:

AVAILABLE:

SELECTED:

- ✓ Academic > Faculty of Natural Sciences
- ✓ Academic > Business School

▼ Academic

- ▶ Faculty of Medicine
- ▶ Faculty of Engineering
- ▶ Faculty of Natural Sciences
- ▶ Cross-Faculty
- ▶ Humanities
- ▶ Business School
- ▶ AHSC
- ▶ Animal Research
- ▶ Graduate School
- Imperial Horizons
- Expeditions
- ▶ Campus life
- ▶ Events
- ▶ Portraits
- ▶ Brand and communications
- Videos
- ▶ Expired Archive

Show assets that are in of the selected folders

Search subfolders of the selected folders

Photography at Imperial

www.imperial.ac.uk/communications/photography/

The Photography Group?

› Skill Sharing - expert contributors

(freelancers, compliance, health and safety, asset management, the design team, social team, video team or group members?)

› Workshops - topics raised by the group

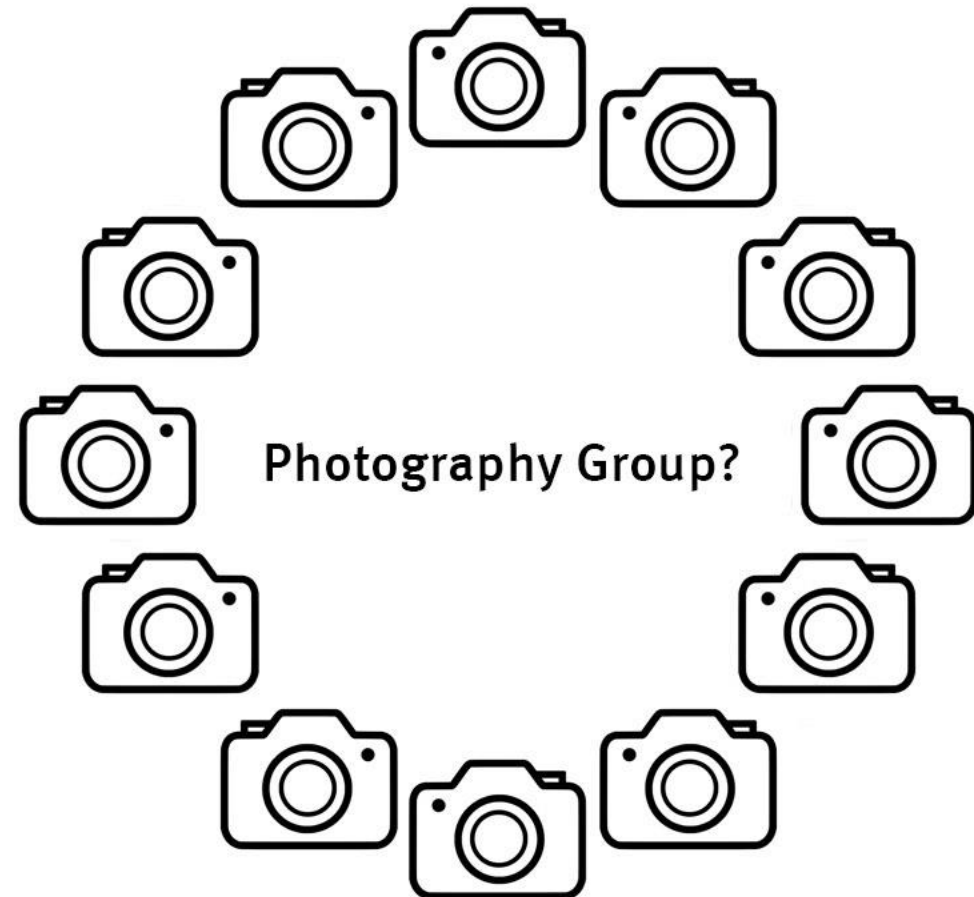
› Networking - opening up to new ideas

› Informal meetings (quarterly?)

› Resource updates

› Open photography mailing list

› Demystifying compliance and consent



Please help us!

Things we would love your help with!

- › Faculties or Departments with their own photographer
- › Faculties or Departments with their own equipment
- › Freelancers you can recommend
- › Strategic gaps in the library (or refurbished labs etc)
- › Images that you would like archived
- › What's not working for you
- › What is working for you
- › Suggestions

