

HUMAN WORLDS FESTIVAL

EXPLORING THE HUMANITIES AND BEYOND

  #HumanWorlds

2021 FAQs for Exhibitors

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Q: What is Human Worlds Festival?

Human Worlds Festival is the University of Southampton's annual celebration of Humanities and the Arts. It is a 10-day programme of digital and in-person events taking place across the University and the City of Southampton.

The Festival usually coincides with [Being Human](#) festival, the UK's only national festival of the humanities. More information is available on the Public Engagement with Research unit (PERu) [website](#).

Human Worlds Digital is the digital (online) edition of Human Worlds Festival, with resources and live events accessible from everywhere in the world.

This 2021, Human Worlds Festival will run **from Thursday 11th to Saturday 20th November**. To be among the first to find out when the exhibitor's registration open, sign up to the [UoS Festival Exhibitors mailing list](#) and start following @UoS_Engagement on [Twitter](#), [Facebook](#), and [Instagram](#) to remain updated.

Q: What is Hands-on Humanities Day?

Hands-on Humanities Day (HOHD) is a FREE family-friendly day with a selection of interactive stands, workshops, talks, exhibitions, and live shows to explore the world of Humanities and the Arts.

The event usually takes place in Southampton, between 10:30 and 16:30, on the second Saturday of Human Worlds Festival, in a venue easily accessible by public transport.

We are considering bringing back Hands-on Humanities Day at the Avenue Campus on Saturday 20th November 2021. This will depend on Government and University Guidelines closer to the time. More updates on this will follow later this summer.

You can find out more about Hands-on Humanities Day and get a taste of the Festival by watching the [Human Worlds Festival 2019 video playlist](#).

Q: Who is the Human Worlds Festival audience?

There is no single audience for Human Worlds Festival, and guests/visitors will differ depending on the nature/format of the activity. They can include students and staff at the University of Southampton, local residents, schools and community groups, and others from across the country and internationally.

Online: with Human Worlds Digital in the last year, we engaged with hundreds of people across 5 continents. People were drawn to the online Festival mainly through social media, newsletters, word of mouth and by event searching on Eventbrite.

In-person: during Hands-on Humanities Day, we welcome people of all ages and backgrounds. Visitors come mainly from Southampton, but also from other regions in the South East and South West. Apart from families with young children and youths, visitors often have a keen interest in culture, from history and writing to archaeology and the liberal arts.

Q: How does the registration process work?

The call to contribute to Human Worlds Festival will open **after July 15th 2021**. The Festival will run from Thursday 11 to Sunday 21 November and exhibitors will be able to contribute content to three strands:

- **Human Worlds Digital** (for digital content)
- **Hands-on Humanities Day** (for in-person activities)
- **other self-organised digital or in-person events** (following Government and Organisational guidelines)

This year you will be also able to contribute to [Black History Month](#) (1 - 31 October) and [UK Disability History Month](#) (mid November – mid December) as we are welcoming relevant virtual events and activities to be featured on the Festival website in the period before and after the festival.

- **Digital content:** Submission will be a one-stage process, ID and Password protected.
- **In-person content:** Submission will be a 3-stage process, ID and Password protected:
 - Stage 1) for Basic information about your activity, including space requirements;
 - Stage 2) for Logistics, including team requirements, live event key information and supporting material;
 - Stage 3) for Risk Assessment submission.

Please note:

- **Registration guidelines**, which include **ID** and **password**, will be provided **after July 15th** at the following:
 - [UoS Festival SharePoint site](#) (UoS users only);
 - [How to Get Involved](#) section on the PERu website (public).

- After submitting each stage, you will receive an **automated confirmation email** with a summary of your input. Check your spam folder if the email is taking longer than expected and contact the UoS Festival team if the email does not come through.
- The UoS Festival team will review and approve your activity Stage or in some cases request amendments. You will receive an email with a **customised link, password and ID** for you **to continue to the following stage or edit your entry**.

Please note that there are **firm deadlines** for each of the stages – all dates are available to view and to save to your calendar on the [Festival Registration page](#). These are set in order for us to deliver the best experience we can for both exhibitors and visitors, and to make sure that all requirements and expectations are met for the venue too.

Q: Are there any special themes for the 2021 edition?

The Festival will span a number of disciplines including Archaeology, English, Film, History, Music, Philosophy, Design, Art and Modern Languages.

Interdisciplinary events or activities are always welcome, including collaborative projects with STEM researchers.

The national Being Human festival's 2021 theme is '[Renewal](#)', in line with the [UN Climate Change Conference \(COP26\)](#); we encourage content in line with this for Human Worlds Festival.

Q: I am an undergraduate at the University of Southampton; can I contribute to the Festival?

Yes, absolutely! If the proposed content is relevant to the Festival's theme and values, we welcome contributions from single individuals, student groups and societies.

For Hands-on Humanities Day, we usually recruit a small team of Student Ambassadors to help with the running of the event. They will be briefed and trained and led by a Senior Student Ambassador responding directly to the Operations Lead. Available roles range from visitor support to ticketing and exhibitor support.

Q: I am not part of the University of Southampton; can I still contribute?

Yes, absolutely! If the proposed content is relevant to the festival's theme and values, we welcome local community groups, schools, freelance artists, libraries, cultural organisations and venues, and other higher education institutions to contribute to the richness and interdisciplinarity of Human Worlds Festival.

National and international collaborators of our researchers are also invited to submit content.

Q: What support is available to exhibitors?

The UoS Festival team at the Public Engagement with Research unit can provide some support for your event, depending on the demand, resources, and timescale.

- **Consulting:** we can provide 1-2-1 support for events or activities, from planning and design to delivery and evaluation. Please get in touch at festival@soton.ac.uk if you want to discuss your ideas with us.
- **Resources:** a dedicated series of online resources, from handouts to recorded seminars and interactive resources, spanning from digital platform selection to event organisation and social media marketing. These are available on the [UoS Festival SharePoint site](#) (restricted to UoS users).
- **Training:** depending on demand, we offer ad-hoc seminars to UoS members to help craft their event/activity. These are usually advertised on the [Public Engagement Network MS Teams channel](#) (restricted to UoS users).
- **Technical support:** the PERu team owns a [StreamYard](#) account that is used for live broadcasting on the [UoS Festival YouTube channel](#) and the [PERu Facebook page](#). We also provide technical support for the live events. Please get in touch at festival@soton.ac.uk if you want to discuss streaming with us.
- **Exhibitors' guidelines booklet:** provided to all activity leads for live digital or in person events, with information on how to prepare and what to expect on the day, from accessibility recommendations to safeguarding, marketing and line of conduct. Activity leads must familiarise themselves with all the information and share it with their activity team in advance of the event.
- **Event package:** for live digital events, the booklet will be accompanied by branded material to use and key communications to send out during your live event(s).
- **Eventbrite:** we have a dedicated [UoS Festival Eventbrite](#) account and we invite all UoS exhibitors to advertise their event booking through our channel for ease of management/evaluation and consistency of communication.

For all external exhibitors, we will provide the Human Worlds Festival banner and some text to include in your Eventbrite page description to match all our other events.

For enquiries regarding any other type of support, please email the UoS Festival team at festival@soton.ac.uk

Q: How is Human Worlds Festival advertised?

The UoS Festival team will advertise the event through several channels to maximise reach locally, nationally and internationally.

Social media will be a major channel for events promotion, counting also on the support of other relevant teams across the University, including Marketing, Alumni, International Office and Widening Participation.

Please note: **we also count on each exhibitor's support to advertise their own activities or events through their social media, blogs, websites or other communication channels.** This will help marketing the event to different audiences in the UK and internationally.

In-person and digital events will also be advertised through the **UoS Festival mailing list** (2K+ subscribers), as well as on **regional event websites**. Events accepted as part of the Being Human festival programme will be advertised on the festival's official website.

Some exhibitors will also be invited to promote Human Worlds Festival and Hands-on Humanities Day on **local radios and televisions**. These opportunities will be supported by the UoS Media Relations team.

For Hands-on Humanities Day, **posters and flyers** will be distributed in venues across the Southampton, Eastleigh and Winchester area, and at a few local schools and colleges.

Q: How is accessibility considered at Human Worlds Festival?

We do our very best to make Human Worlds Festival accessible to everyone whether it is our recent digital version or face-to-face.

The official website has tools to enhance contrast, by inverting colours, and increasing/decreasing font size. All the activities will be coded for accessibility and age suitability.

We ask all exhibitors to bear in mind accessibility issues with their in-person events and activities, and to provide alternative options (e.g. handouts) for making sure no one is missing out.

For online events, we ask to consider suitable options, such as platforms with live captions, and making sure slides are carefully designed to follow best accessibility practice.

If you have further questions or recommendations regarding accessibility, please email the UoS Festival team at festival@soton.ac.uk

Q: How is Human Worlds Festival evaluated?

The UoS Festival team has developed a set of tools for the evaluation of the Festival as a whole. If we receive feedback on specific activities or events we will do our best to gather and share this with the relevant exhibitors. Please note, we will not share any personal data collected throughout these platforms with any third-party provider.

- **Online live events evaluation - 'Today's Event'**: to capture immediate reactions and build knowledge of our audience. By invitation in closing remarks of event host (link posted in the chat) and via follow up email (Eventbrite bookings).
- **In-person events evaluation**: post-it message/feedback board at Hands-on Humanities Day. Being Human questionnaire (for events aligned with Being Human) - completion requested at exit and via follow-up email.
- **Exhibitors evaluation**: at the end of the Festival, all exhibitors/activity leaders will receive a dedicated Exhibitors Evaluation form, where they can provide useful insights and feedback to the UoS Festival team.
- **Systems/Social Media analytics**: via booking system, Eventbrite, hashtags, platform insights, etc.

Q: What other events can I contribute towards?

For Human Worlds Festival you can contribute with **digital** or **in-person** events or activities.

The UoS Festival team will organise only **Hands-on Humanities Day** as a face-to-face event in 2021. Internal and external exhibitors are welcome to submit one or more activities for the day.

This autumn/winter, you can contribute towards related special events including **Black History Month** (October), **UK Disability History Month** (November-December) and **LGBT+ History Month** (February).

Apart from Human Worlds Festival, the UoS Festival team at the Public Engagement with Research unit organises a number of family-friendly events across the year.

Our annual [Southampton Science and Engineering Festival](#) (SOTSEF) is held every March, during [British Science Week](#), and the programme usually includes Science and Engineering Day, a free family-friendly event taking place across Highfield Campus and Boldrewood Innovation Campus, packed with hundreds of interactive hands-on activities, workshops, live shows, art performances and laboratory tours from across all our Faculties.

For past events, please watch some of the recordings on the [UoS Festival YouTube channel](#).

Q: I have another question - how do I get in touch?

For UoS users only: use the [Public Engagement Network](#) Teams community to get (or share!) advice, tips and suggestions.

Alternatively (and for external enquiries) email festival@soton.ac.uk (inbox monitored regularly from Monday to Friday, 9:00 – 17:00 - but response time may slower at busy times e.g. just before and during the Festival).