

## Filming & Recording Guidelines

### Bett 2024

We are happy for speaker, exhibitors and sponsors to film and record their sessions onsite at Bett under the following guidelines:

If you would like to record your talk, please let the Content Team know by **15<sup>th</sup> January** and check in with your Stage Manager and AV team on arrival to the theatre.

- Your equipment and videographer must be set up prior to the session starting to ensure minimal disruption, they can connect to the theatre audio using a XLR cable.
- If you are recording a panel discussion you must get consent from the entire panel prior to recording.
- If you are recording a session featuring students you must get consent from their school prior to recording.
- Recording must be static, with no roving cameras unless approved by the Stage Manager.
- Recording equipment or videographer must not obstruct
  - The AV team or AV desk
  - Any aisles, gangways or emergency exits
  - Audience view of the session