



Maria Julieta Camarda

successfully completed the course

First Aid at Work

on 10 Dec 2014

This certificate is valid until 09 Dec 2017

Nicholas Yau
Chief Executive

Approved for the purposes for the Health & Safety (First Aid) Regulations (1981)

Certificate number: 131956-FA3





This is to certify that
Julieta Camarda
Attended and Successfully completed
MANAGING PRODUCTION SAFETY
On
12th February 2013

Stuart Young

Senior Health and Safety Risk Advisor

Congratulations

This is certify that **Julieta Camarda** completed the **BBC Safeguarding Trust (Factual Drama (v1)) interactive module** at the time and date above.

It took you **19 minutes and 36 seconds** to complete the module.

The key points to remember from this module are:

- Effective labelling sets expectations and ensures that audiences aren't misled
- Collapsing time is acceptable as long as it doesn't alter the course of the story or the relationship between characters
- If characters are identifiable they need to be true to themselves
- Condensing material into a manageable form is acceptable so long as the truncated version is a fair and reasonable representation of the whole
- Tone of voice and facial expression can significantly alter what an audience infers about a character
- Write each character true to their own perceptions, rather than in the service of one point of view
- Don't over simplify the 'goodies' and the 'baddies'...the truth is rarely as cut and dried as this
- Make sure that any agreements with contributors don't compromise the BBC's editorial control

Please keep this email as evidence of the fact that you have completed the learning specified. You may be required to produce such evidence before you or any independent producer for which you may work can be commissioned by the BBC.

This email is only valid if sent from cgiemail@bbc.co.uk and copied to safeguardingtrustcompletion@bbc.co.uk. That copy can only be made available upon payment of an administration fee to the BBC. We, therefore, urge you to keep the copy sent to your email inbox.

Congratulations

This is certify that **Julieta Camarda** completed the **BBC Safeguarding Trust (Factual TV (v2)) interactive module** at the time and date above.

It took you **31 minutes and 11 seconds** to complete the module.

The key points to remember from this module are:

- Make sure that nothing you do in the edit misleads the audience about any significant moment in the story.
- You can use incidental cutaway shots from different times and places so long as you don't alter the meaning of the story.
- If you alter the chronology of events make sure that you don't alter the truth of what happened for real.
- Don't leave out important information just because it doesn't fit the story you're trying to tell.
- Use commentary to explain about events that you didn't manage to film.
- Always be prepared to drop storylines if you can't construct them without deceiving the audience.
- It's misleading to show a presenter 'on location' when s/he was never there in the first place.
- If you intervene in the story you're telling (in a way that affects the story) you've now become a participant and not an observer. The audience needs to know this.
- If you ask a contributor to re-stage an event, their reaction may not be an accurate reflection of what happened for real.

Never ask a contributor to collude in a deception.

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Congratulations

This is to certify that **Julieta Camarda** completed the **BBC Safeguarding Trust (Observational Documentaries (v1)) interactive module** at the time and date above.

It took you **22 minutes and 59 seconds** to complete the module.

The key points to remember from this module are:

- Altering the **chronology** of events is acceptable only if it has no impact on the meaning of the story
- **Commentary** must be a fair reflection of what happened
- Any significant **restaging** of events needs to be made clear to the audience
- **Cutaway shots** must not be used to alter the truth of what happened
- Drop a story line if you can't construct it without deceiving the audience
- When **inter-cutting stories** don't say events happened simultaneously when they didn't
- Make sure **programme experts** have excellent credentials and that **contributors** are representative of the story you're trying to tell
- The **presence of the camera** can make contributors behave abnormally - always keep this in mind

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Congratulations

This is certify that **Julleta Camarda** completed the **BBC Safeguarding Trust (Trust dilemmas in Journalism (v1)) interactive module** at the time and date above.

It took you **32 minutes and 16 seconds** to complete the module.

The key points to remember from this module are:

- Total honesty in the core facts of a story is an absolute requirement of all BBC journalism
- Don't suggest something is live when it is not
- Don't suggest you've been somewhere when you have not
- Don't change the order of events if there is any danger of it affecting the meaning
- And if there is a risk the audience will be misled, do something about it

If these rules don't give you clear guidance to a particular dilemma, try these tests:

- What would the audience think if they knew?
- Is what I'm doing likely to leave the audience with a false impression?
- Am I doing this for my benefit or for the benefit of the audience?
- How comfortable would I feel defending what I'm doing on the Today programme?
- If there was some sort of technical breakdown and what I'd done was revealed to the audience, how would I feel?

If you still have doubts refer up or check the online Editorial Guidelines.

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Congratulations

This is certify that **Julieta Camarda** completed the **BBC Safeguarding Trust ('Trust' dilemmas in TV (v1)) interactive module** at the time and date above.

It took you **27 minutes and 22 seconds** to complete the module.

The key points to remember from this module are:

- **Competitions** must be run - in their entirety - according to the published rules
- Any significant **re-staging** of events must be made plain to the audience
- **Commentary** must be a fair reflection of what actually happened
- **Cutaway shots** must not be used to distort reality
- Altering the **chronology** of events is acceptable only if it has no impact on the truth of the story
- **Interviews** must not be edited in a way that distorts the intended meaning
- Do not suggest people have been '**on location**' when they haven't been there
- It's misleading to **build tension in the edit suite** if it wasn't there in reality

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