



### **Overall questions:**

#### Where we can find the competition rules?

- The full competition rules are available in the International VELUX Award Brief.

### Is there a limit to the number of team members in a project?

 NO, there are no limits in the number of team members, but maximum two team members will be invited to the Award ceremony at World Architecture Festival in Berlin in November.

### Can we have more than one teacher supporting our project?

 YES, you can have one or more teachers. Teachers will not be invited to the Award ceremony venue at World Architecture Festival in Berlin in November.

### Do I need to have a teacher supporting my project?

- YES, and the teacher's name needs to be included in your project registration details before you submit your project.

#### Do all team members need to be students of architecture?

- NO, we welcome interdisciplinary teams, but all team members must be registered students in the study year 2015-16.

## Can team members be from different schools - or even from different countries or continents?

- YES, teams can be formed across schools, countries and even continents BUT it is the school and country of the team captain that defines the origin of the project.

# If we are participating as a team with different schools, can we have only one teacher from any of the schools?

- YES, you can select one teacher from any of the schools.

#### Can I participate if I graduated during 2015-16?

- YES, if you have graduated (finalized your master) within the study year 2015-16 you are allowed to participate (individually or in a team).

#### Can I be part of a team if I am a postgraduate?

- NO, if you already graduated as an architect you cannot participate.

### Registration/My IVA questions:

### How will I be sure that my registration is successful and I have been registered for the award?

 Most students will receive confirmation once signing up for the Award and can login to their "My IVA" profile at IVA.VELUX.com. If you registered before 1 April 2016 but are unsure if you have successfully registered for the International VELUX Award contact IVA@VELUX.com and provide your name, team name and registered email address to confirm.

### Do my teammates and teachers get a confirmation letter for the registration?

- NO, only the student who initially registered the team will receive confirmation information.

#### Where can I add information about my teacher/professor?

- Visit IVA.VELUX.com and log into your "My IVA" account. Click "My profile" and scroll to the bottom of your information. Click the checkbox to add a teammate or teacher. After you add all of the relevant information, you can select their role as a teacher or student from the final drop down menu.

# I am an ERASMUS student. In the profile should I put name of my home university, or the hosting university?

- You should register your hosting university.

#### Can I revise the team and its members?

- YES, you can change the names of team members and teacher(s) until you submit your project by 15 June 2016.

## If we have signed up as two teams in the first place, but would like to combine into one team later, is it then possible for us to make the changes?

- YES, you just choose one of the team profiles and revise it with the final names of team members and teacher(s) until you submit your project by 15 June 2016.

Project specification questions:

## The specifications are 9600 pixels wide and 5400 pixels high, but am I allowed to have more than one image file?

- NO, you can only upload one image file.

### What is the file format of the description of our project?

- The description of your project will be submitted via web form on the "My project" page. You will need to copy and paste the text into the box before submitting.

## I am wondering if the (max. 800 words) project description must be included also in one panel submission along with the images?

- NO, it is not obligatory to include all text on the panel – BUT be aware that the project should present itself graphically well - with text and images to enhance the jury's immediate understanding of the overall idea.

### I'm wondering if we should upload two files; one image file and one text file?

- NO, you will upload one image file and your text will be written in the text box embedded on the "My project" submission page.

### How do I submit my project?

- Read the International VELUX Award brief and ensure you meet all the guidelines for submission. Visit IVA.VELUX.com and login to your "My IVA" page. Make sure you have fully completed the profile section of the page under "My profile." To submit your project you must add your teacher's name (note: you can add more than one teacher) in your profile. To add a teacher, click small check box at the bottom of your profile to add a teacher or team member, click the link to add a team member, fill out the teacher's information and select "Teacher" from the "Role" drop down menu. You can revise the names of your team member(s) and teacher(s) on your "MyIVA page" until you submit your project by 15 June 2016.

Once you have developed your project, you can submit it in the "My project" section of the website. Remember, your project must fit one of the two categories: daylight in buildings or daylight investigations. After selecting your project category, you will 1) submit an image file that meets competition specifications and 2) provide a description (maximum 800 words) in the online form in the "My Project" section of the page. Although you can work in teams, your project can only be delivered digitally and only by the person who has initially registered on behalf of the team.

### Award category questions:

## If I want to work with a public open space - in a square or street - which category would that be?

- Your project will then meet category B; daylight investigations.

# The award brief says that the overall theme is about "daylight"; so is it possible to work with "sunlight", "moonlight" or "starlight"?

- YES, you can work with all aspects of natural light.

# Can I work with direct sunlight, shading and sun protection and do research related to shading materials?

- YES, that is within the scope of the award – and will meet category B, daylight investigations.

### If I am working with public infrastructure or landscape space, which category would that be?

- Your project will be in category B; daylight investigations.

### If I am working with housing or a cultural center, which category would that be?

- Your project will be in category A; daylight in buildings, if you are including considerations about the interiors and their daylight conditions.

#### Do I have to use VELUX products for a project in category A; daylight in buildings?

 NO, the award is not restricted to the use of VELUX products. Innovative thinking and use of specific VELUX components as daylight providers will however be within the scope of the award and the jury will be allowed to give special prizes to the best projects.

Building types and geography questions:

## Can we work with any kind of building type within the scope of the award and category A; daylight in buildings?

- YES, you can work with daylight in buildings of all scales eg. from a modest shed to a school or a railway station as you like.

# Can we work with a project (for example) in South America, despite that we are from Europe?

- YES, there are no limitations to where you choose your location.

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