

Public call for records of experiences during the COVID-19 pandemic extended till June 2021

Singapore, 18 December 2020

ANNEX

Contribution Guidelines for NLB's Documenting COVID-19 in Singapore project

From now till 30 June 2021, members of the public can contribute materials online through the NLB website (<https://go.gov.sg/documenting-covid19>).

Physical materials such as written journals or printed ephemera (e.g. paper flyers) are also welcome. Interested parties can write to NLB_Document_Covid19@nlb.gov.sg to find out more about donating written journals or collaborating with NLB on this initiative.

Members of the public can also nominate blogs and other forms of online journaling, as well as born-digital ephemera (e.g. an e-poster on a website) for NLB's web archiving using this form (<https://eresources.nlb.gov.sg/webarchives/recommendation>).

Public contributions will be carefully preserved by NLB's librarians and archivists. They will be catalogued and made publicly available through NLB's eResource platforms such as PictureSG (<http://www.eresources.nlb.gov.sg/pictures>), for personal research, academic work, publications and exhibitions.

Please do not submit:

- Materials that do not directly and clearly represent the impact of COVID-19, e.g. subject is abstract, blurred, taken in poor light, etc.
- Materials with identifiable person(s), including children, taken or submitted without their consent;
- Materials that may potentially cause distress or offence to others.

As part of NLB's long term preservation efforts, submissions should preferably be in the following formats:

| Type | Requirements |
|-------|---|
| Image | Uncompressed, high-resolution images in TIFF format with a minimal standard of 300 ppi . Photographs should be at least 3MB in size to ensure high-resolution images. If you are unsure about the specifications, simply share the image with the best resolution available. |
| Video | Videos should be filmed in mp4 format and at least 720p resolution. Videos should not exceed 3 minutes or 250MB, and may need to be edited to meet these limits. |
| Audio | Audio recordings in mp3 format. |

The following questions help to guide members of the public on what they can contribute for this project:

1. DAILY LIFE DURING COVID-19

We hope to document what life during this pandemic in Singapore has been like, and what home (in a physical or symbolic sense) means to you in a time of COVID-19:

- How has your routine changed? – from going to work or school, getting food and groceries, your exercise routine, pursuing your hobbies
- How did you spend time at home and stay connected with family and friends?
- What do celebrations and commemorations look like now – birthdays, anniversaries, school holidays, festivals?
- Looking around you, what changes have you observed in your neighbourhood, and for life in Singapore in general? How does this make you feel?
- What are some of the challenges that you have faced, or are facing? How have you overcome these challenges, or how are you currently dealing with them?
- What are the moments or stories that bring you happiness, hope and encouragement, even during this time of uncertainty?
- What do you miss, or not miss, about circuit breaker?
- How has the new normal been for you? What do you most look forward to?

2. EVERYDAY HEROES OF COVID-19

We want to capture the stories and experiences of those at the frontlines of Singapore's fight against COVID-19 and who are working to keep our essential services going. If your life has been touched by an everyday hero, or acts of kindness at this time, we would love to hear your stories as well. Everyday heroes include medical professionals, volunteers, social service

professionals, essential service staff, as well as groups and individuals that have helped the community tide over this period.

- What does your life look like as a frontline or essential worker during this time, and how have you adapted to the changes?
- What have been some of the most difficult or memorable moments? How does this make you feel?
- What are the acts of kindness you have experienced, or shown during this time?