Unit 23

Hand-out 2:   
Glossary for unit 23

| Term | Definition | Source  (if other than CTA/IFAD) |
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| Archives | Archives are collections of historic documents pertaining to individuals or organizations. Items contained include primary documents, such as letters, birth or death certificates, marriage registrations, journals or financial records. | Wikipedia (<http://en.wikipedia.org/wiki/Archives>) |
| Audio recording | Audio recording is a technique that may be applied to a variety of information-generation methods and is used to collect ICH elements where sound is a defining aspect (i.e. interviews, music, dance, chants, etc.). |  |
| Focus groups | A focus group is an interview conducted with a small group of individuals surrounding a topic of interest. It may require a moderator and will be similar in style to a brainstorming session. A focus group generally involves the use of open-ended questions and/or broad discussion topics. |  |
| FPIC (free, prior and informed consent) | When communities, groups or individuals are involved in the development of a nomination file for inscription of an element of their ICH on one of the Lists of the Convention, their free, prior and informed consent is required for both the preparation and the submission of the file (OD 1, U.4 and OD 2, R.4). Without proof of community consent (which may take different forms, according to the situation), the Committee is not entitled to inscribe an element on a List of the Convention.  Community consent is also required when a State Party nominates a safeguarding practice for selection as a best practice (OD 7, P.5) or when it prepares an awareness-raising activity that concerns the ICH of one or more specific groups (OD 101(b)).  The notion of free, prior and informed consent was originally designed to apply to individuals, but it has now been extended to groups of people in instruments like the Declaration on the Rights of Indigenous Peoples, the Convention on Biological Diversity, in the ODs of the Intangible Heritage Convention, and in various World Intellectual Property Organization texts and recommendations. Refer to ODs 1, 2, 7 and 101(b). | Participants’ text Unit 3 : Key concepts |
| Observation | Observation is an information-generation method whereby individuals gain a level of familiarity with groups of people or individuals by watching and listening to them. Practices that might be observed include festivals, religious ceremonies, meetings or daily activities. |  |
| Participatory video | Participatory video is an information-generation method that includes individuals and community members in the process of creating their own videos. Participatory video is considered to be an empowering process for community members because it brings them together to address their concerns and record their knowledge collectively. | Wikipedia (<http://en.wikipedia.org/wiki/Participatory_video>) |

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| Participatory mapping | Participatory mapping can be carried out to document a community’s cultural landscape and related ICH elements. Mapping the cultural landscape refers to features that shape the social values, norms, practices and spirituality of a community and the related ICH element. These include, for example, sacred sites, dancing sites and circumcision sites. Participatory mapping may help to collect information on the ways in which communities interact with ICH elements and can be useful in relaying spatial information to external agencies, as well as recording and archiving local knowledge relative to a particular ICH element. |  |
| Semi-structured interviews | A semi-structured interview is a type of interview that involves the use of a pre-determined set of questions or topics. However, deviation from the prescribed questions and topics is allowed and respondents are encouraged to elaborate upon discussion topics and put forth ideas not included in the interview schedule. |  |
| Structured interviews | In a structured interview, the exact same questions are asked in the exact same order for each interviewee. Deviations from these questions are not encouraged. These kinds of interviews generally produce results that are highly comparable. |  |
| Unstructured interviews | Unstructured interviews are not guided by a set of questions, but by the natural flow of conversation between the interviewer and respondent. These interviews begin with the premise that the interviewer has not identified the most important subjects for discussion and so should rely on the expertise of the interviewee. |  |

Source; CTA. 2010, *Training Kit on Participatory Spatial Information Management and Communication*. CTA, The Netherlands and IFAD, Italy (ISBN: 978-92-9081-446-7).