

Manual podcast Oprecht

Overview of tasks and workload per episode for involved researchers and Mensentaal

Dear Researcher,

You are invited to participate as an expert in "Oprecht", a podcast initiative from the Human Rights Research Network (HRRN) at Ghent University, in collaboration with the podcast collective "Mensentaal." Please take the time to read this document carefully.

We aim to create a podcast episode with you, using your expertise to build a bridge between human rights and lived experience, focusing particularly on the complex and layered experiences of people in vulnerable situations within our society. This document explains the structure of each episode, the role of a lead participant, and the responsibilities involved.

Please ensure that you understand everything. Don't hesitate to contact us if you have any questions or need further information. Our contact details are provided later in this guide.

If you decide to participate in the podcast, we will get in touch to schedule an initial meeting.

Best regards,

The UGent Podcast Team

What is the podcast working group?

UGent podcast working group is a team that consists of the coordinator and members of the Human Rights Research Network (HRRN), the podcast collective Mensentaal, and Herman Wolf.

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What is Oprecht?

On December 10, 1948, the United Nations adopted the Universal Declaration of Human Rights (UDHR). It was the first international recognition that human rights are universal, they apply to everyone, no matter who you are or where you are. Think of rights such as freedom of speech, the right to education, the right to property, and many more. Courts around the world refer to this declaration, and no fewer than 90 national constitutions have drawn inspiration from it, including Belgium. Today, the UDHR remains the foundation for many human rights organizations and defenders.

Nowadays, human rights may seem obvious, but they are not. They are intertwined with the challenges of our society and continue to be violated every day. Sometimes these violations are blatant, but more often they are hidden—only visible to those directly affected and their close circle.

The Human Rights Research Network (HRRN) aims to address this. This research consortium at Ghent University brings together scientists who work on human rights every day. Through this podcast, we want to replace blinders with the right lens, a lens that allows listeners to view the current state of human rights critically and with nuance. **In previous episodes, we've discussed topics such as detention, independent living for people with disabilities, and migration.** Other possible topics include: How can human rights shape the future? How has history been influenced by human rights? What is a just world order? How are climate change, health, migration, drugs, education, technology, food, and nutrition related to human rights? How do oppressed, marginalized, and silenced groups experience human rights in their daily lives? How can research help amplify their voices? What are the underlying factors that perpetuate inequalities in human rights?

How do we achieve this? We give a voice to those whose rights have been violated. In other words, their lived experiences are at the heart of the conversation. Researchers from Ghent University also share their knowledge. Human rights in everyday language. That's what Oprecht is about.

This podcast is an initiative of the Human Rights Research Network (HRRN) at Ghent University and the podcast collective Mensentaal.

Target groups Oprecht

Direct target audience: First and foremost, we will produce audio material that can primarily be used as **educational content by instructors of (interdisciplinary) courses, both in Dutch and English.** The stories we create will not only be valuable for staff teaching human rights, but will also make it easier to integrate human rights-related topics into the curriculum of other UGent courses, even beyond the direct field of human rights. Additionally, we aim to **raise awareness and knowledge of human rights among staff and students at UGent, fostering a "culture of human rights" at Ghent University.** The growing number of enthusiastic researchers and professors within UGent gives us the opportunity to position this podcast series as a source of inspiration for engaging with human rights and lived experiences.

Indirect target audience: Secondly, we aim for Oprecht to become a platform where as many people as possible can learn about human rights in an innovative way. The podcast will be

shared via popular podcast platforms accessible to everyone, even beyond UGent. In this way, we hope to reach the **"curious minds"** in our society, offering a deep and thoughtful perspective on how complex societal challenges are linked to human rights. Additionally, we aim to engage **civil society organizations**, inspiring them and demonstrating the impact they can have as catalysts for amplifying the voices of people with lived experiences.

Who are the voices in 'Oprecht'?

As we mentioned earlier, our goal in each episode of Oprecht is to amplify the voices of individuals who are **seldom heard in public debates and who experience certain injustices on a daily basis**, making them **experts by experience**. To ensure these voices reach a broader audience, we aim to support them with **academic insights**. Additionally, it is important to connect these two perspectives. This way, we ensure that complex topics are presented in a **clear and accessible manner for our listeners, and that Oprecht meets the standards of science communication**.

Now, let's take a closer look at these three voices:

Testimonials: Experts by experience

With Oprecht, we focus on individuals with lived experience, or **"the person on the street,"** such as patients, people struggling with addiction, individuals with a detention status, and so on. Our focus is on oppressed groups who experience a sense of injustice. By doing so, we address human rights issues and violations in Belgium directly from the source, those whose rights are being violated, and illustrate the human side of the statistics we often see in the media.

Each episode **centers** on the personal experience of someone with lived expertise. They will share how their rights are being violated, the impact this has on their lives, and what an ideal scenario would look like for them. **To convey their stories as accurately as possible, we aim to minimize language barriers, and it is possible to produce an episode in English if needed.**

Voice-over: Who is Mensentaal?

Hello! We are **Emma Vanpaemel and Esen Köse**, and together we are Mensentaal, a podcast collective that aims to clarify the difficult and complex issues in our society, preferably in human language. Mensentaal is a podcast collective focused on science communication, with roots in Ghent's radio station urgent.fm. On behalf of the HRRN, each episode gives a voice to individuals whose rights have been violated. We also listen to their surroundings and investigate how civil society organizations fight on their behalf. We speak with experts from the research network and hold our government accountable. How are we doing in Belgium, and what work still needs to be done?

In each episode, Mensentaal plays a **dual role** as the voice-over:

- First, we ask questions to both the expert (see the next chapter) and the experts by experience, doing so from an uninformed perspective. This approach keeps the content accessible and digestible for a broad audience.
- Second, we ensure there is a clear narrative thread in each episode, and that the topics flow logically and seamlessly from one to the next.

Expert: researcher UGhent

In this context, the expert is a representative from **Ghent University (e.g., WP, AAP, ZAP)** who provides insights and data from an academic perspective to support and validate the testimonies of experts by experience. Additionally, the expert also takes on the role of **lead for an episode**, primarily behind the scenes. In the following chapters, we will explain why it is important for researchers to take on both the role of expert and lead. We will discuss the benefits for you and outline the responsibilities this entails. Let's dive deeper into this.

Why should you participate as a researcher for the podcast 'Oprecht'?

The world of research and science is full of fascinating discoveries and insights that can inspire and inform a wide audience. As a researcher, it is crucial not to limit yourself to academic circles, but to also share your findings with a broader public. **Moreover, participating in Oprecht offers an excellent platform to connect your research to human rights and the importance of lived experience.** Here are a few reasons why a researcher should consider participating:

- *Reach:* Oprecht targets a diverse and engaged audience, ranging from students and professionals to curious minds in the broader society. By participating, you can bring your research to the attention of a wide audience beyond the academic world.
- *Your research in plain language:* Oprecht provides an opportunity to explain complex scientific concepts in an accessible and engaging way. This helps to increase public understanding and appreciation of science and research.
- *Networking:* By participating in Oprecht, you will connect with other professionals and experts both within and beyond your field. This can lead to new collaborations, research projects, and professional connections.
- *Impact:* Sharing your research through Oprecht can have a positive societal impact by raising awareness, correcting misconceptions, and contributing to the broader conversation on human rights.

Profile description of a 'lead'

We are looking for researchers and scientists who are well advanced in their research phase (e.g., the second half of their PhD) and who are passionate about their field and eager to share their knowledge and insights with a broader audience through Oprecht. This naturally requires a certain level of entrepreneurship and commitment to the project:

- **Entrepreneurship** because Oprecht will challenge you to step outside your comfort zone and actively seek resources to bring this podcast to life.
- **Commitment** because, as a researcher, you are not only an expert but also have the network to ensure that the content of each episode accurately reflects reality.

So, a lead has:

- A research topic that can be linked to human rights and the importance of expertise by experience.
- Sufficient background knowledge on this subject acquired over the past few years to contextualize certain testimonies and nuance specific claims, etc.
- The ability to explain complex subjects in an understandable way.
- Fluency in spoken Dutch and/or English.
- Interesting stories, anecdotes, or case studies that illustrate and enliven their research.
- A network of target groups and other stakeholders who could also be featured in the episode.
- Project management skills: To create an episode for Oprecht, there are deadlines that we need to adhere to, and regular input from the lead is expected. In the following pages, we will provide more information about this. **Of course, the coordinator of the podcast project (Marjolein De Pau), the coordinator of the HRRN (Giselle Corradi), as well as Emma and Esen from Mensentaal are available to support you in this process.**

If you believe you meet this profile and are interested in sharing your research through our podcast, please read further!

In the following pages, we provide a detailed overview of the responsibilities for an episode and explain some key terms that are important for ensuring smooth communication during the production process.

Glossary

Stakeholders: All actors involved in producing an episode. This group includes the expert, Mensentaal, and civil society organizations with experience in the subject matter of the episode. Mensentaal will consult them during the research phase to gain insights on the topic. It is important to remember that not every stakeholder needs to be a guest speaker.

Guests: Any stakeholder who will ultimately be heard in the final version of the episode. It is essential to keep in mind that not every stakeholder needs to be a guest. The recurring guests include the witness, the expert, and Mensentaal. Civil society organizations will primarily provide their input during the research phase and will thus remain in the role of stakeholders.

Testimonials: One of the recurring voices in an episode. These are the experts by experience, or "the person on the street," such as patients, individuals struggling with addiction, or people with a detention status.

Building Blocks: A building block is a section or segment within the episode where we address a sub-question related to the main topic. Depending on the subject and the message we want to convey to the listener, each episode will consist of different building blocks.

Scenario: A scenario is a structured description of the events, dialogues, and actions that may occur in a podcast episode, often used as a guideline for production.

Script: The script of a podcast is a written document that contains the spoken text as well as any sound effects or music, serving as the foundation for recording and editing the episode.

Editing: Editing refers to the process of compiling and refining various audio segments, including voice recordings, music, and sound effects, to produce a coherent and engaging podcast episode.

Mixing: Mixing is the process of carefully balancing and adjusting the different audio components of a podcast, such as voices, music, and sound effects, to produce a well-balanced and professional-sounding episode.

Hosting: Hosting refers to the distribution of podcast episodes on an online platform, such as a website or podcast hosting service (e.g., Spotify), allowing listeners to stream or download them.

Task description

Finding resources:

Producing a podcast episode does require funding. To realize an episode, you can utilize your own work budget, apply for funding from the BOF valorization fund, submit it as an educational innovation project, reach out to a private partner, etc. The primary intention is always for a researcher to submit a funding request first. The coordinators of the podcast project (Marjolein De Pau) and HRRN (Giselle Corradi) are always ready to help you find a suitable funding source and assist you in drafting the application if needed. After approval of this application, you can contact Mensentaal, who will provide you with a quote that considers the needs and wishes related to the research topic of the lead researcher.

There are several financial options for producing your podcast episode(s):

- You have sufficient work budget to finance the episode(s) according to the quote(s) provided by Mensentaal.
- You apply for internal funding options, such as the BOF valorization fund or the educational innovation budget.
- You apply for external funding options, such as from a private partner.

The coordinators of the podcast project (Marjolein De Pau) and HRRN (Giselle Corradi) are always available to help you find a suitable funding source and assist in drafting the application. Researchers can reach them via the HRRN email address: info.hrrn@ugent.be.

Defining the concept:

Determine the general approach and insights of an episode through research and discussions with Mensentaal. What is the primary message the episode aims to convey to the target audience? How can we achieve this? Based on this information and discussions, Mensentaal will draft the foundation of the scenario. The lead researcher and Mensentaal will refine this scenario through feedback rounds.

Consulting stakeholders:

Identify civil society organizations, witnesses, policymakers, etc., who have experience with the subject matter. The initial draft of the scenario will also be presented to them for feedback.

Finding guests:

Once the scenario is approved, we will look for witnesses who can and want to share their stories in the podcast.

Preparing and organizing interviews:

We will schedule recording sessions with the witness and the lead researcher (the expert). A custom interview guide will be created for each guest, which will also be submitted to the lead researcher for feedback. Finally, we will finalize the time and location for the recordings, with Mensentaal handling the recordings and processing each interview. The lead researcher is expected to be present to provide Mensentaal with content-related or phrasing support as needed.

Drafting the episode script:

The process begins with distilling quotes from the transcripts. These quotes will form the basis of the script, which will be created according to the established scenario. After drafting the script, there will be feedback rounds with the project lead, during which any adjustments will be discussed and implemented. Following the feedback rounds with the lead researcher, a feedback round will occur with the guests to incorporate their input. Subsequently, the voice-overs will be recorded based on the final script that integrates all feedback.

Editing:

In this phase, we ensure that all relevant audio segments are compiled into a coherent whole, mixing the audio of the episode to optimize it for a high-quality listening experience.

Launching the Episode:

The completed podcast episode will be uploaded to a hosting platform. The hosting will be managed by an online platform or podcast hosting service, where the episode will be uploaded and made available for listeners. Each episode will also have a corresponding image created and added to enhance its visual appeal and recognition. Finally, we will write the show notes and credits, with copyright provided for the content of the podcast episode. After completing the show notes and credits, they will be added to the episode on the hosting platform.

Summary

| Phase podcast | Task | Description | Role researchers | Role Mensentaal | Expected result | Indication workload (in hours) = estimation, so subject to change |
|-----------------------|----------------------|--|---|---|--|--|
| Pre-production | Find resources | | | | Budget for creating a full podcast episode | |
| | | Estimate costs for a podcast episode based on input from researchers | Provide input on themes | Create budget estimate | | 2u |
| | | Drafting and submitting the dossier | x | / | | 2u |
| | Defining the concept | | | | Initial draft of the episode scenario | |
| | | Provide source material | Share documents, articles, and references with Mensentaal | Prepare for the kickoff meeting and propose building blocks | | 1u |
| | | Kickoff meeting for episode | Determine location and date | Lead the meeting | | 2u |

| | | | | | | |
|-------------------|-------------------------|--|---|--|--------------------------------|-------|
| | | | Participate in the meeting and brainstorm the concept | | | |
| | | Initial Draft of Scenario and Storyline | / | x | | 24u |
| | | Feedback meeting on the initial scenario draft | Share feedback with Mensentaal | Conduct feedback | | 1u |
| | Consulting stakeholders | | | | Final episode scenario | |
| | | Search for and contact stakeholders | x | / | | 30min |
| | | Stakeholder meeting | Participate | Prepare and lead the meeting | | 1u30 |
| | | Feedback round on the scenario with stakeholders | Share feedback with Mensentaal | Conduct feedback | | 1u |
| | Finding guests | | | | Final episode scenario | |
| | | Find and confirm guests | Contact guests and confirm their participation | Finalize location and timing with guests | | 30min |
| Production | Preparation interviews | | | | Interview guide for each guest | |

| | | | | | | |
|--|-----------------------------|--|--------------------------------------|------------------|---|---|
| | | | | | | |
| | | Draft questions and create a custom information brief for each guest | / | x | | 5u |
| | | Feedback round with lead | Give feedback on the interview guide | Conduct feedback | | 30min for researcher/ 5u for Mensentaal |
| | Interviews | | | | Quality interview recording ready for transcription | |
| | | Schedule date and location with guests | x | / | | 15 min/guest |
| | | Conduct interviews and recordings | x | x | | 2u/guest |
| | | Transcription of each interview | / | x | | 8u |
| | Drafting the episode script | | | | Final episode script ready for editing | |

| | | | | | | |
|------------------------|----------------|--|--------------------------------|------------------|-------------------------------------|--------------------------------------|
| | | | | | | |
| | | Distill quotes | | x | | 9u |
| | | Script formatting based on quotes and scenario | / | x | | 20u |
| | | Feedback round with lead | Provide feedback on the script | Conduct feedback | | 1u for researcher; 4u for Mensentaal |
| | | Feedback round with guest | / | x | | 4u |
| | | Voice-over recording based on finalized script | / | x | | 4u |
| Post-production | Editing | | | | Completed audio file of the episode | |
| | | Editing | / | x | | |
| | | Final mix | / | x | | |
| | | Feedback round with lead | Provide feedback | Conduct feedback | | 1u for researcher; 4u for Mensentaal |
| | Launch episode | | | | Listeners have access to the | |

Timeline for a podcast episode in an academic year

Oprecht in een academiejaar



