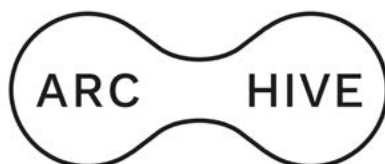




Field_Notes - Traces
A (paleo)-ethology of tracing

Production HOW TO



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1. PREPARATION

1.1. Field_Notes: How To

Every second year the Finnish Bioart Society invites a group of artists and scientists to the Kilpisjärvi Biological Station to work for one week on topics related to art, biology, and the environment. This field workshop is called Field_Notes.

This document describes the different steps in production and group facilitation to conduct Field_Notes in general and gives specific examples of the last field workshop conducted in 2021, called Field_Notes Traces.



This latest edition of Field_Notes was influenced by some limiting factors due to the pandemic, which are partly described within the document.

1.2. Open Call and Participant Selection

The participants of Field_Notes are selected by an Open Call, that is published on the website and social media. The aim is, to combine different experiences, expertise, and interests within the group and to keep a balance between scientific and artistic practices. See as an example the Open Call published in 2019 in the attachments.

In 2021 Field_Notes Traces the selection was done differently due to the ongoing Covid-situation. According to the restrictions and to make the experience safe for everyone, only six participants were invited. The content development group prepared a longlist of possible candidates with certain criteria, including expertise, diversity, location and availability from which the participants have finally been selected and invited.

2. PLANNING

2.1. Participant-related Planning

To ensure a smooth and successful journey, it is very important to keep in mind, participant-specific planning. This includes diets and allergies, medical needs, prior experiences, questions, and individual research plans and ideas.

First, participants first filled in an info sheet (see attachment). In a consecutive one on one talk more information about the project, expectations, requirements and practicalities have been exchanged.



The participants encountered each other in a **first group meeting** to get to know themselves and learn about their practices and backgrounds.

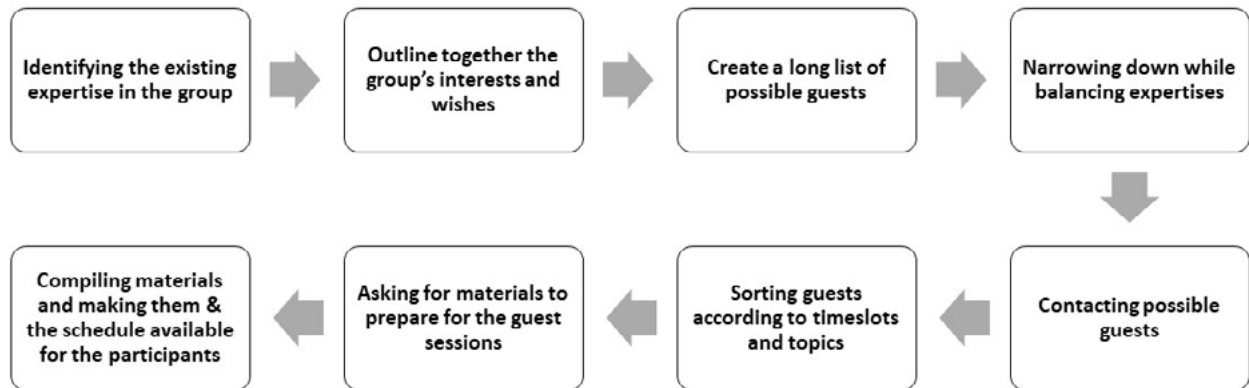
Via a **shared google drive** we exchanged useful information, reading materials, maps, packings lists and further information that each individual wanted to share.

The participants were included in the programm development as well. We met a few times on zoom and shared ideas and thoughts in documents on the drive that were open for edits and comments by everyone.

This latest edition of Field_Notes was influenced by some limiting factors due to the pandemic, which are partly described within the document.

2.2. Programm-related Planning

The following diagram visualizes the production process of compiling the program for the week on site in regarding remote participation. Further information on the guests can be found in the separate document "Workshop Report".



2.3. Equipment-related Planning

The equipment-related planning is divided into the individual needs of the participants, the equipment used by the whole group, and the equipment used for specific tasks (eg. geologist's tools).



Individual needs	Whole group	Specific equipment
Talked over with each participant to help them identify what they might need.	Talked over with everyone what is needed and in which amounts.	Talked over within the group sharing the expertise.
Check, what could be borrowed/ shared within the group.	A list is compiled with everything that is already existent within the group.	A list is compiled with everything that is already existent within the group.
Supporting them in obtaining the necessary items.	A list of items to be organized is made.	A list of items to be organized is made.

Checklist for possible packing additions next to individual needs:

- How do you charge your devices in the field? (Powerbanks, Solar panels, etc)
- First Aid Kit
- Trekking Food (to save time for lunch during the day)
- Technical possibilities for documentation (cameras etc)

Means of transport:

In Field_Notes: Traces, we drove with the group from Helsinki to Kilpisjärvi. This also allowed for the group to stay mobile and take care of groceries easily. While most participants were able to hike up to the location where the search for the fossils took place, the equipment and food supplies were delivered by helicopter. This also made it easier to transport findings back.

The choice to use a helicopter was consciously made regarding the weather conditions and the inaccessibility of the terrain with alternative ways of transportation.

Checklist Means of transport:

- What is the easiest way to stay mobile and be able to supply the group?
- What are the options regarding the weather conditions/ terrain?

2.4. Further Practicalities**Checklist for Further Practicalities:**

- Individual health insurance of the participants
- Insurances for rented equipment
- Insurances for personal equipment
- Travel insurances
- Research permits (where can one go? What may one take?)



Every participant received a Field_Notes Traces Patch to stitch on their jackets or backpacks.

3. DURING THE FIELD_NOTES

With the whole group, safety protocols should be discussed and there has to be enough time to go over individual questions and additional needs.

3.1. At the Station

Checklist for group facilitation:

- Who is the person to talk to about problems?
- Who is in charge of organizing supplies needed?
- It's important to establish a way how the information flows among the participants easily and equally.

3.2. In the Field

Checklist:

- Moving around mainly happens in groups.
- Everybody is wearing a rescue whistle and tries to let the others know their whereabouts beforehand.
- One to two people are in charge of first aid.
- Is there cell reception?
- How can one make contact if needed?
- Is there an evacuation plan?
- Who is in charge in an emergency?

Checklist for securing findings:

- Indicate what kind of packing material is needed
- Plan on how to transport findings back from the field
- Indicate how to store findings

4. POST PRODUCTION

The Post Production depends on the parameters of the project. In the case of Field_Notes-Traces there is the possibility of public events or an exhibition. This depends on how the group would like to continue working together. The production of the follow-up events depends on their formats.

5. ATTACHMENTS

- 5.1. Open Call 2019
- 5.2. Info Sheet Participants
- 5.3. Summarized Info Email Draft Participants
- 5.4. First Aid Kit Checklist

5.1. Open Call 2019

Call for collaborators: **Field_Notes – The Heavens**

15th – 22nd September 2019

at the **Kilpisjärvi Biological Station, Lapland/Finland**

Application deadline: 20th of Mai 2019

Field_Notes – The Heavens is an art&science field laboratory organized by the Bioart Society at the Kilpisjärvi Biological Station in Lapland/Finland. Five groups, hosted by Melissa Grant & Oliver de Peyer, Andy Gracie, Marja Helander, Hanna Husberg & Agata Marzecova and Ewen Chardronnet will work for one week in the sub-Arctic Lapland. Together with a team of selected collaborators, they will develop, test and evaluate specific interdisciplinary approaches on questions located above the ground.

Application process:

Please use the electronic application form below.

We are looking for 30 artists, scientists or other practitioners, which are interested to collaborate and work in one of the five groups.

We warmly welcome artists, scientists and practitioners from different fields to apply.

Conditions:

The accommodation as well as full board at the Kilpisjärvi Biological Station for the duration of the working week will be fully covered by the Bioart Society.

If you are selected you have to arrive by your own means (eg train or plane) in Rovaniemi / Finland latest at 8AM on the 15th of September to catch our charter bus to Kilpisjärvi. We kindly ask for a deposit of 50 EURO on selection to secure your participation. This will be used to contribute to the charter bus for the Rovaniemi – Kilpisjärvi – Rovaniemi commute.

Participants have to take care about travel to Kilpisjärvi and possible accommodation before or after Kilpisjärvi themselves. Read the information about travel possibilities and find out about your costs.

“Field_Notes – The Heavens” is part of the Feral Labs Network, which is co-funded by the Creative Europe programme of the European Union. It is further co-funded by Kone Foundation, the Ministry of Education and Culture Finland and Arts Promotion Centre Finland.

5.2. Participant Info Sheet

Bioart Society
Luotsikatu 13, 00160 Helsinki Finland
<http://bioartsociety.fi>

Field_Notes – Traces

Participant Info Sheet

First Name	
Last Name	
Pronoun (he/she/they/...)	
Gender (for housing)	
Date of Birth (dd/mm/yyyy)	
Country of Residence	
Website/ Social Media	
Email Address	
Phone Number	

Short Biography max 250 words

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We will ask the station kitchen to focus on vegetarian/vegan meals with local exceptions of reindeer and fish. However, we still would like to know all your preferences in case the station cannot fully comply:

EATS ALL	
VEGETARIAN	
VEGAN	
EATS FISH	
EATS REINDEER	
EATS EGGS	
EATS COW MILK PRODUCTS	
LACTOSE INTOLERANT	
GLUTEN INTOLERANT	
OTHER ALLERGIES	

Other information

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5.3. Summarized Info Email Draft Participants

Dear all,

We are very happy that you will join us on our Field_Notes Traces 2021.

Some of you are probably already on your summer break and we will leave for ours soon as well. Nevertheless, we would like to give you some general information now and then continue with the details in August.

Meeting the group

Since not all of you know each other, we would like to arrange a kick-off zoom already in August. The idea is, to meet for the first time, get to know each other and ask questions. Please fill in the doodle by August, 4th 2021 : [Link to doodle]

Dates & Transportation

We will leave from Helsinki together by overnight train on September, 10th 2021 and return on September 25th.

Travelling to Kilpisjärvi in a group is already a great opportunity to get to know each other and make plans.

Information & Schedule

We will be able to give you more details in August. For now the following: [fill in]

We have also created a shared google drive folder that contains reading material, maps etc. You can access it via this link: (LINK TO GOOGLE DRIVE)

Lisa will help you, if you have any trouble navigating the drive.

Packing

We already have a preliminary packing list that you will find in the drive. Mainly you should think about your personal gear and whatever special needs for items you might have. If you prepare to borrow stuff instead of buying, now is a good time to start looking. If you encounter any problems, you can ask Lisa for help in August.

Here the link to the packing list: [add link here]

Health & Safety

We know that some of you have had some questions about details regarding safety etc. We will also answer those more thoroughly in the zoom-call. If you suffer from any medical condition that we should be aware of, you can also send us an email about that.

If you are travelling from abroad, we recommend you to keep checking the regulations on behalf of the Finnish state. Lisa can also help you with this if you have any questions.

See you soon!

5.4. First Aid Checklist (general overview)

- comprehensive Guide in multiple languages
- CPR rescue mask
- antimicrobial wipes
- nitrile gloves
- compressed Gauze
- emergency trauma bandage
- digital thermometer
- tweezers
- duct tape
- syringe
- scalpel
- different sized band aides and bandages
- rescue blanket
- blister bandaids
- disinfectant
- antiseptic towelettes
- stretch gauze
- lotion for burn injuries
- lotion for cut injuries
- eye wash
- eye drops
- Ibuprofen
- very strong painkillers
- insect bite treatment
- allergy medication
- electrolytes
- basic flu medication
- medication for digestive problems
- medication for acid reflux

5.5. Packing List

Field_Notes packing / check-list:

Mandatory:

- warm jacket
- (woollen) sweater, wear layers (to regulate temperature)
- change clothes
- nightgown
- wind/ rain gear
- waterproof hiking boots / socks
- warm cap/hat
- warm gloves
- warm scarf
- indoor ware for the station
- indoor shoes or thick socks for the station !!! (you will regret it if you don't pack it)
- backpack for multi day trips
- personal hygiene items
- personal medication
- sleeping bag
- sitting pad
- knife
- torch / headlamp + batteries
- drink bottle
- thermos bottle - for hot water for trekking food
- lunch box for take away lunch
- hiking dishes (deep plate, cup, cutlery)
- personal first aid eg heel blister band-aid, painkillers
- notebook + pen

Optional (depending on your practice):

- single tent and mattress in case you want to camp outside the hut compass
- gps
- binoculars
- film/still camera, audiorecorder + memory cards + cables + EU power supply + batteries, tripod
- laptop + cables + EU power supply
- power banks
- solar charger
- power adapter <http://goscandinavia.about.com/od/finland/f/eloutletfinland.htm>
- all other gear you know you will need or want to bring
- geology and other tools (magnifier, hammer, chisel, safety gloves, safety goggles, spade (erich), geiger counter (erich), natural radioreceiver (erich)
- Drone + batteries, landingpad, etc.

We provide:

- Food and cooking utensils
- Sample package material
- Extensive first aid kit
- Maps (geographic and geologic)