

### ECOWEEK 2012 Design Workshop INSTRUCTIONS

September 8, 2012  
(updates may follow)

#### 1. FINAL PRESENTATION:

**Saturday September 29, 9:00 am**

- Presentation format: PPT – no PPS / no PDF
- Presentation time: 10 minutes for each group.
- Presentation materials: Up to ten (10) slides
- Photographs: Document your workshop work.
  - Document your work on-site.
- Video presentation: Encouraged! Pref. PC format.
  - Document your workshop work.
  - Document your work on-site.
- Each file size: Up to 10 MB - max!
- Presentation format: Format slides as you like.
  - Must include:
    - The number of the group (W?).
    - The names of the participants & leaders.
    - The logo of ECOWEEK2012. Download here:  
[http://ecowee.netfirms.com/ecowee/files/2012/images/logos/ecowee2012\\_EN.jpg](http://ecowee.netfirms.com/ecowee/files/2012/images/logos/ecowee2012_EN.jpg)

#### 2. PUBLICATION GUIDELINES:

In a FOLDER with the name of your workshop group, give us:

- Photographs of team: FIVE (5) picture landscape format high resolution.
- Workshop info: Number (W) of workshop, Workshop name, project name. Names of team / workshop leaders (.doc or .docx).
- Project pictures: TEN (10) pictures landscape format high resolution. Plans, 3d renderings, environmental assesm., site, etc.
- Text: Text (600 words) in **English** (and 200 words Italian).
  - Text to include: site, place, climate, goal of the design, design principles, methodology and 'green' solutions (design, passive, active, etc.) - format (.doc or .docx).

#### 3. EXHIBITION GUIDELINES:

In a FOLDER with the name of your workshop group, give us:

- Format: 200 X 100 cm PORTRAIT (Not Landscape!)
- Number of panels: ONE (1) only. In PDF. Max size 10 MB.
- Layout: As you like. Must include:
  - The number of the group (W?). Names of team/leaders.
  - Short English text / ECOWEEK 2012 logo download:  
[http://ecowee.netfirms.com/ecowee/files/2012/images/logos/ecowee2012\\_EN.jpg](http://ecowee.netfirms.com/ecowee/files/2012/images/logos/ecowee2012_EN.jpg)

We hope you enjoy the workshops...! ☺ ☹️ 🙌 🙏 🙌 ☺ 🙌 ?