Leaflet for authors





- ((Deck)) e.g. type and location of the property
- ((Main title, large, bold))
- 4 ((Lead))
 - Objective/result
 - Brief summary
 - Special features of the building
 - Reason for new building or conversion

((Subtitle bold))

- Location/urban development situation
- Architectural design
- Special features

((Subtitle bold)) Building concept and use

- Transcription of building volumes
- Access situation
- Classification of structures
- Number of floors
- Building organisation/outdoor and indoor spaces

((Subtitle bold)) Materials and structure

- Construction method
- Colour and material concept
- Criteria for material selection
- Storage properties/Lighting

((Subtitle bold)) Facade

- Transcription of facade construction
- Requirements of the facade
- Statements about glazing
- Statements about steel structures used
- Integration of sun protection in the facade
- Noise proofing and room acoustics
- Fire protection
- Information on installation of any prefabricated components

((Subtitle bold)) Building services concept

- Transcription of building services facilities
- Effects of facade construction on building services
- Summer heat protection
- Comfort/climate

((Headline bold)) Sustainability

- Statements on building ecology (zero energy, Minergie-P, Minergie, conventional construction method)
- Biological building aspects (Minergie-Eco-Label)
- grey energy
- additional environmental aspects (rainwater capture, photovoltaics etc.)

((Conclusion bold))

Summary of the article, why is the building revolutionary

((Metadata column))



- Author, forename/surname, position, company or training/further training institute
- Image key
- Image credit, image credit for individual photos
- Building data: facade, glazing, gross floor area, floor plan, facilities costs
- Construction site sign: builder, architect, facade planner, facade contractor, others if applicable

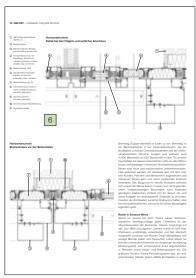
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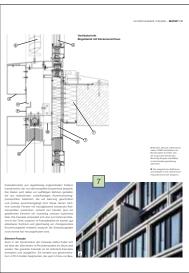
Heading: Report

FASSADE | FAÇADE













Deck:

max. 2 lines, 100 characters including spaces

Main title:

max. 2 lines, 50 characters including spaces

Author:

Forename/surname, position, company or training/further training institute

4 Lead:

Recommendation max. 16 lines, approx. 500 – 1000 characters including spaces

8000 – 10 000 characters including spaces **as Word file,** structure with subtitle

Plans:

Data as high-end PDF without lettering, i.e. without explanation numbers and without dimension lines plus a copy of the plan with explanation and numbering, no CAD files

Photos:

Resolution at least 300dpi in appropriate image format e.g. tif, or jpg

Image explanation:

Recommendation max. 8 lines, 200 characters including spaces

Image credit/source:

Recommendation max. 5 lines, 120 characters including spaces

Construction site sign:

Description: builder, architect, facade planner, facade contractor, glazing, others if applicable

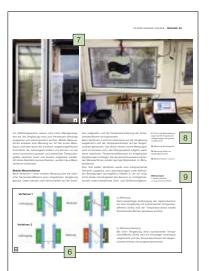
Leaflet for authors

Heading: Technology

FASSADE|FAÇADE









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max. 2 lines, 100 characters including spaces

Main title:

max. 2 lines, 50 characters including spaces

Author:

Forename/surname, position, company or training/further training institute

4 Lead:

Recommendation max. 16 lines, approx. 500 – 1000 characters including spaces

Running text:

8000 – 10 000 characters including spaces as Word file classification with subtitles

Graphics:

ideally separate supplied as vectorised file (eps, ai or PDF), image files as jpg/tiff, resolution at least 300dpi.

Photos:

Photos at least 300dpi resolution in appropriate image formats: tif, eps, jpg, PDF, original photos

Image explanation:

max. 8 lines, 200 characters including spaces

Image credit/source:

max. 5 lines, 120 characters including spaces

10 Tables:

Ideally supplied as a separate Excel or Word file

Display/Explanation:

(colour contrast as emphasis from text) Explanatory texts, facts, conclusions, possibly other, not compulsory

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Heading: Forum

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Main title:

1 narrow columnmax. 30 characters1 columnmax. 80 characters1 pagemax. 125 characters

Lead:

If possible, keep the lead text between 200 and 500 characters

Running text:

1 narrow column approx. 500 – 1000

characters

1 column approx. 1500 – 2000

characters

1 page approx. 4000 – 4900

characters

For two languages the number of characters will be reduced by half.

Photos:

1 – 2 images, ideally landscape format. Ideally portrait format for the narrow column. Image files as jpg/tiff, resolution at least 300dpi.

Graphics supplied separately as vectorised file (eps, ai or PDF).

Image explanation:

If necessary, max. 140 characters

Information:

Could be; address, website, ...