



1 **((Deck))** e.g. type and location of the property

2 **((Main title, large, bold))**

4 **((Lead))**

- Objective/result
- Brief summary
- Special features of the building
- Reason for new building or conversion

5 **((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

3 8 **((Metadata column))**

- 9 10 - 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



Heading: Technology

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max. 2 lines, 100 characters including spaces

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max. 2 lines, 50 characters including spaces

3 **Author:**
Forename/surname, position, company or training/further training institute

4 **Lead:**
Recommendation max. 16 lines, approx. 500 – 1000 characters including spaces

5 **Running text:**
8000 – 10000 characters including spaces as **Word file** classification with subtitles

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

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

8 **Image explanation:**
max. 8 lines, 200 characters including spaces

9 **Image credit/source:**
max. 5 lines, 120 characters including spaces

10 **Tables:**
Ideally supplied as a separate Excel or Word file

11 **Display/Explanation:**
(colour contrast as emphasis from text)
Explanatory texts, facts, conclusions, possibly other, not compulsory

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