

ECOWEEK 2026 Design Workshops INSTRUCTIONS

Final PRESENTATION

- **Format:** **PPT** only – no PPS / no PDF
- **Time:** 18 minutes for each group.
- **Length:** Up to twelve (12) slides
- **Photographs:** Document your workshop team working.
Document your work on-site.
- **Video:** Video is encouraged Preferred PC format.
To document your workshop site and work.
To document your work on-site.
- **PPT File size:** Up to 15 MB max!
- **Format:** Format slides as you like.
Must include:
 - Title page with the number of the group (W?).
 - The names of the participants & leaders.
 - The logo of ECOWEEK and date 07/2026. Download: https://ecoweeek.org/pgs/files/2011/images/ecoweeek/ecoweeek_logo_EN.jpg

PUBLICATION Materials

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

EXHIBITION Materials

- **Format:** 200 X 100 cm Portrait (Not Landscape)
- **Number of panels:** One (1) only. In both PDF and JPG. Max size 15 MB.
- **Layout:** As you like. Must include:
 - Number of the group (W?). Names of team/leaders.
 - **English** text / The logo of ECOWEEK and date 07/2026. Download: https://ecoweeek.org/pgs/files/2011/images/ecoweeek/ecoweeek_logo_EN.jpg

DELIVERY of Materials

- **Deliver PPT in USB stick:** Saturday 11 July by 9:30.
- **Deliver all materials:** Friday 10 July by 16:00.
- **Upload to Google Drive:** LINK * May request permission. Send request by email.
* Upload in the folder of your workshop.

We hope you enjoy the workshops...! ☺ 🍷