

CONNECTING
CITIES AND
KNOWLEDGE FOR
SUSTAINABLE
DEVELOPMENT

URBAN SDG KNOWLEDGE PLATFORM

urbansdgplatform.org

Case Studies & Columns

Guidelines for Uploading and Writing Case Study & Columns

+ INTRODUCTION TO THE PLATFORM

The United Nations Economic and Social Commission for Asia and the Pacific (ESCAP), the Seoul Metropolitan Government and CityNet have established the Urban SDG Knowledge Platform to promote and support knowledge sharing and city-to-city cooperation for sustainable urban development.

The Urban SDG Knowledge Platform supports local action for the implementation of the 2030 Agenda for Sustainable Development, including up-take and replication of successful initiatives and good practices, by: Providing a repository of policies, initiatives and good practices at the city level by municipal governments and other stakeholders; Facilitating north-south, south-south, and triangular cooperation by linking cities that have developed specific policies, initiatives and good practices with other cities interested in learning from and replicating them; and, Facilitating regional follow-up and review of the implementation of the 2030 Agenda for Sustainable Development by providing a platform for local governments to share progress and lessons learned.

+ Case Studies Guidelines

These guidelines are to assist cities or other partners writing new content for the Urban SDG Knowledge Platform. You can also have your existing content hosted on the Platform when it comes to uploading case study, but it must be adapted to fit the framework used by all case study on the platform.

Key tips to keep in mind.

For all original content types:

- The target audience is comprised of city practitioners, and the case studies and columns should be written by keeping this in mind through the language, information and framework of the content.
- Be as specific and action oriented – and as directive - as possible/ appropriate. Tell readers explicitly what you want them to take away, and aim for brevity.
- Focus on things that have happened - policies brought in, programmes implemented, cost savings realised etc – rather than things that are planned for the future.
- Use text boxes, graphics and quotes wherever useful. You can lift graphics from other resources, noting the source – a high quality screen shot is usually fine.
- Columns could serve as part of the annual RECIPRO:CITY publication if the associated case study is selected for the publication. If so, the author of the column will be contacted ahead of time to seek his approval.

Please be aware that the CityNet Secretariat team might edit your content before publishing it in order to correct spelling and grammar mistakes, and to ensure consistency across all publications.

The present documents also includes the following useful guidelines:

- [Creating an Account](#)
- [Uploading a Case Study](#)

+ Creating an Account

In order to upload content on the Urban SDG Knowledge Platform, either a Case Study or a Column, users must first create an account.

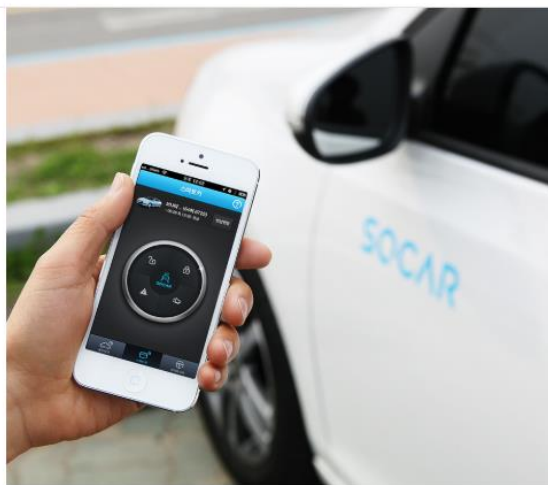


ABOUT INFORMATION CASE STUDY DATABASE LOCALIZING SDGS NEWS & EVENTS PUBLICATIONS

UPLOAD CASE STUDIES

LOGIN

JOIN



Seoul | South Korea

Car Sharing in Seoul (Nanum-Car)

Seoul Metropolitan Government launched the car sharing service to alleviate air pollution and traffic problems.

READ MORE >

Solar Powered Streets Lights for Kathmandu

In order to address this energy crisis, solar generated energy system, known as solar panels, were introduced in Kathmandu...

Kathmandu Metropolitan City
Nepal

READ MORE >



You must then fill in the short Registration process. After completing registration, a confirmation email will be sent to your registered email address. From that point on you will be able to access your profile and upload best practices and columns to the Platform.



REGISTRATION

STEP 1.

Creating an account enables you to:

1. Share best practices from your expertise
2. Connecting with urban experts and practitioners in the Asia Pacific Region
3. Play a role in reviewing and monitoring SDGs in the Asia Pacific Region

Note for Sign Up

1. When you register to be a member of the Urban SDG Knowledge Platform, you will be required to process an e-mail confirmation to complete your registration process.
2. Confirmation email will be sent to your registered email address. You will be asked to follow the direction via an email to complete your registration.
3. The password must be at least 8 characters long and must contain a mix of letters and numbers.

* If you have any questions on the registration process, please contact the Urban SDG Knowledge Platform team.

* E-mail address

Subscribe to SDG Email/Newsletter

* Password

* Confirm Password

* First name

* Last name

Country Select

City

Terms and Conditions

Terms and Conditions

Prospective members are asked to provide personal information such as a username, country of residence, affiliation and e-mail address. Information is stored in the database and is only to be used for Privacy Policy On registration with the Urban SDG Knowledge Platform.

SIGN UP

CANCEL

+ Case Studies

Case Study are the heart of the Urban SDG Knowledge Platform and are key for support and advancing Local SDG Implementation. Case Studies are the ways through which cities share their experiences to other cities. Therefore, case study should be written in such a way that they provide directions, instructions and orientations for other cities to be able to replicate and implement themselves similar practice.

The focus should *not be* mainly on what is the result, but *should be* on how was the result achieve, what was the process, the action and steps taken, the necessary policies and budget, the challenges faced and lessons learned, etc. You can imagine it as an “Everything you wish you someone told you if you were to do this project again.”

Examples:

- [Da Nang Sustainable City Development Project\(SCDP\)](#)
- [Seoullo 7017](#)

Outline:

Written in a concise and precise manner, easy to understand, to-the-point style and accompanied by project documents, photos, graphics, quotes, video clips, etc. The case will include:

- Title
- Short Summary
- Main thematic and identified related Sustainable Development Goals (SDGs)
- Background, Challenges and Objectives
- Actions and Implementation process taken by the city
- Outcomes and Impacts
- Replicability and Scalability
- Budget

+ Uploading a Case Study

Please follow the following easy steps to upload your case study.

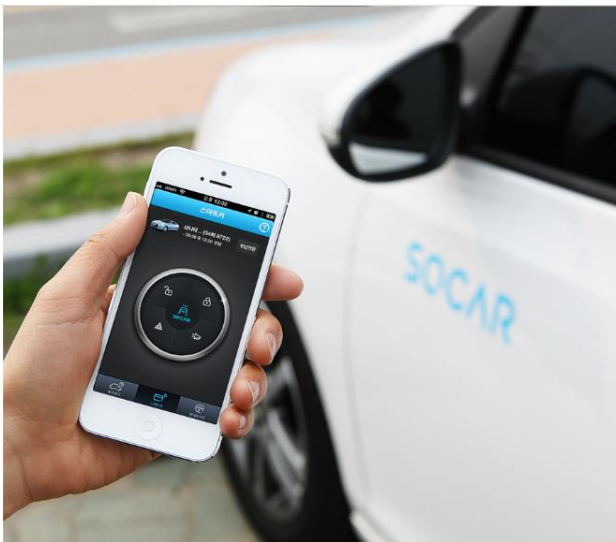
First log in your Urban SDG Knowledge Platform account. Then click on “Upload Case Studies.”



ABOUT INFORMATION CASE STUDY DATABASE LOCALIZING SDGS NEWS & EVENTS PUBLICATIONS

UPLOAD CASE STUDIES

MY PROFILE | LOGOUT



Seoul | South Korea

Car Sharing in Seoul (Nanum-Car)

Seoul Metropolitan Government launched the car sharing service to alleviate air pollution and traffic problems.

READ MORE >

Solar Powered
Streets Lights for



Once you reach the Case Study Database Upload main page, please fill up all the case details in the blank section.

You can download the OFFILINE UPLOAD FORM and send it to us by e-mail if you are unable to use the online form (send the form to email: sdgplatform@citynet-ap.org)



[HOME](#) | [MY PROFILE](#)

CASE STUDY DATABASE UPLOAD

PLEASE NOTE: To address heightened web security concerns and to prevent malicious attacks on the website, the upload page has a time limit of 3 hours. After 3 hours, any work on progress will be discarded. If you would need more time to prepare your submission, please download the offline submission template by clicking on the button below, and use it to prepare the information before adding the contents to the form below. Alternatively, please send the completed submission form via e-mail to sdgplatform@citynet-ap.org

CASE STUDY OVERVIEW

[OFFLINE UPLOAD FORM](#)

TITLE*	<input type="text" value="Title"/>
SUMMARY*	<input type="text" value="Describe the initiative in one or two sentences(140 characters max)"/>
CITY*	<input type="text" value="Name of city"/>
COUNTRY *	<input type="text" value="Country Select"/> ▼
REGION*	<input type="text" value="Select"/> ▼
IMPLEMENTATION PERIOD*	<p>Note : Select the status of the initiative</p> <input type="text" value="Select"/> ▼ <input type="text" value="Start year"/> <input type="text" value="Completion year"/>
STAKEHOLDER AND PARTNERS*	<p>Note : List the key organizations, stakeholders, and government departments involved in this initiative, including any collaborative or cross-departmental coordination mechanisms.</p> <input type="text"/>

Should you need more time and wish to continue at a later time, please click on the TEMPORARY STORAGE button at the bottom of the page. This will let you leave and exit your internet browser and continue next time you log in to your Urban SDG Knowledge Platform account.

The PREVIEW button let you see how your case will look like once it has been uploaded and give you the chance to make adjustment before officially submitting your case.

Once you are done completing the form and are satisfied about the result, press on the SAVE button at the bottom of the page to officially submit your case.

Please be aware that the CityNet Secretariat team might edit your content before publishing it in order to correct spelling and grammar mistakes, and to ensure consistency across all publications.

	<input type="text" value="http://"/> <input type="button" value="+ ADD"/>
CONTACT DETAIL	<p>Note : This information will be made public on the Platform. If you do not wish your email address and/or phone number to be displayed publically, please indicate <u>'available upon request'</u>.</p> <p>Name* <input type="text"/></p> <p>Position/Role* <input type="text"/></p> <p>Organization <input type="text"/></p> <p>Email <input type="text"/></p> <p>Phone <input type="text"/></p>
KEYWORDS	<p>Note : Please insert any relevant keywords that you think that is relevant to the case study being submitted. For example: waste management, water, community etc.</p> <input type="text"/>

<input type="button" value="SAVE"/>	<input type="button" value="CANCEL"/>
<input type="button" value="PREVIEW"/>	<input type="button" value="TEMPORARY STORAGE"/>



INTRODUCTION TO THE PLATFORM

The United Nations Economic and Social Commission for Asia and the Pacific (ESCAP), the Seoul Metropolitan Government and CityNet have established the Urban SDG Knowledge Platform to promote and support knowledge sharing and city-to-city cooperation for sustainable urban development.

+ UN ESCAP



The United Nations Economic and Social Commission for Asia and the Pacific (ESCAP) is the regional development arm of the United Nations for the Asia-Pacific region. Made up of 53 Member States and 9 Associate Members, with a geographical scope that stretches from Turkey in the west to the Pacific island nation of Kiribati in the east, and from the Russian Federation in the north to New Zealand in the south, the region is home to 4.1 billion people, or two thirds of the world's population. This makes ESCAP the most comprehensive of the United Nations five regional commissions, and the largest United Nations body serving the Asia-Pacific region with over 600 staff.

+ SEOUL METROPOLITAN GOVERNMENT



In just five decades, Seoul has seen its population increase by 43.3 percent and income soaring by 1,389 percent. This explosive demographic and economic growth was accompanied by the rapid expansion of public infrastructure, the advancement of technology and its use in policymaking. Behind this speedy and tremendous transformation of Seoul were strenuous efforts to tackle urban challenges that followed. With all those efforts, Seoul is now one of the most prosperous cities in the world. But the success story of Seoul does not end there as cities in developing countries are keenly interested in Seoul's development experience and achievements.

+ CITYNET



CityNet is the largest association of urban stakeholders committed to sustainable development in the Asia Pacific region. Established in 1987 with the support of UNESCAP, UNDP and UN-Habitat, the Network of cities has grown to include 163 municipalities, NGOs, private companies and research centers. We connect actors, exchange knowledge and build commitment to more sustainable and resilient cities. Through capacity building, city-to-city cooperation and tangible projects, we help our members respond to Climate Change, Disaster, the Millennium Development Goals and rising Infrastructure demands.

+ CONTACT US

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