



## Ecocity 2022 Paper Preparation Instructions

In light of the continuing COVID-19 pandemic, its impact on travel restrictions and the physical distancing requirements through 2021, the Ecocity 2021 World Summit Scientific Committee has decided to hold the Summit as a **fully online virtual experience**. To facilitate the technical aspects of that transition, the **14<sup>th</sup> Ecocity World Summit** will take place between **22<sup>nd</sup> and 24<sup>th</sup> of February 2022**

**Consequently, the Full Paper submission deadline has been extended to January 15, 2022.**

These instructions are for papers submitted to the Ecocity World Summit 2022 conference proceedings and additional journal opportunities.

Full papers with the expected format must be emailed to [summit@ecocitybuilders.org](mailto:summit@ecocitybuilders.org)

All queries related to the Full Paper submission, please submit with [summit@ecocitybuilders.org](mailto:summit@ecocitybuilders.org)

### FORMAT SPECIFICATIONS

#### Length

The maximum length of your paper is 12 (twelve) 8 1/2 by 11 inch (US letter style) pages, including the paper itself and ALL related materials: the paper title, author information, abstract, body of paper including figures, tables, and equations, references, endnotes, and appendices (if any). Pages must be numbered at the bottom center of each page.

#### Title and Headings (see sample below)

1. The paper title and the word "Abstract" should be centered. Main headings should be all capital letters, bold and flush left.
2. If subheadings are used, type with upper- and lower-case letters, bold and flush left.
3. Further subdivision beyond main headings and subheadings is not desirable.
4. Do not number or letter any headings. (Outline features can cause conversion problems.)

#### Abstract (see sample below)

1. Each paper must begin with an abstract. The abstract can be up to 250 words in length. **We will not insert the abstract you sent earlier for the abstract review.**
2. After the abstract paragraph, continue the paper with introduction on the same page.
3. Do not include a cover page with your paper. The abstract should begin on the same page as the body of your text. It should be full justified.

## Margins and Fonts

1. Set your page size to Letter size 8.5 x 11, single-spaced. In MS Word, select file/page setup/paper size, and select “Letter 8 1/2 by 11 inches”. Do not use A4 paper size selection. Use one-inch margins, right, left, top and bottom. Your text should be full justified. Tables, graphs, and figures should be centered.
2. Please use Times New Roman font only. Please do not use a font size smaller than 10 points. Please do not use any other embedded fonts in your document!

## Software and Naming your Files

1. MS Word is the preferred software. When naming your files, please use your abstract # and the correct file extension in order to alert us to the type of software you have used. Example: 123.doc – “123” is your abstract number, a is the revision #, and “.doc” is the extension for an MS Word file.
2. If you use an equation editor please select the option that allows you to save your equation as a .jpg file. Please insert the .jpg files thus created into the body of your text where appropriate.
3. Once your document is complete, please be sure to provide it as a .PDF file as well as a Word file. Please carefully check your .PDF to be sure it looks as you expect it to, especially equations!

### Sample:

*The following header must appear on each page of your final paper, at the top, flush right:* Ecocity World Summit 2021 Proceedings. Pages must be numbered bottom center.

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### Length

The maximum length of your paper is 12 (twelve) 8 1/2 by 11 inch (US letter style) pages, including the paper itself and ALL related materials: the paper title, author information, abstract, body of paper including figures, tables, and equations, references, endnotes, and appendices (if any). Pages must be numbered at the bottom center of each page.

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2. If you use an equation editor please select the option that allows you to save your equation as a .jpg file. Please insert the .jpg files thus created into the body of your text where appropriate.
3. Once your document is complete, please be sure to provide it as an Adobe Acrobat .PDF file, as well as a Word file. Please carefully check your .PDF to be sure it looks as you expect it to, especially equations!

### *Sample:*

*The following header must appear on each page of your final paper, at the top, flush right:* Ecocity World Summit 2008 Proceedings. Pages must be numbered bottom center.

Ecocity World Summit 2008 Proceedings ← **Page Header**

## **TRANSFORMING EXISTING CITIES INTO ECOCITIES EMPHASIS ON ECOCITY MAPPING**

← **Sample of Paper Title**

Kirstin Miller ← **Sample of author listing**  
University of XYZ, Department of ABC, Email address

### **ABSTRACT** ← **Sample of Main Heading and Abstract**

Cities built on the oil and automobile (car/sprawl) based model are taking an enormous toll on the planet’s natural resource base. But cities can be rebuilt to exist in closer balance with living systems, while maintaining, even increasing, livability. Ecocity Mapping is a promising tool to help cities plan their transition to a healthy future — by abandoning land and energy hogging development practices and instead building up dense and diverse walkable urban centers, linked by transit and threaded with wildlife corridors, waterways, parks, greenways and areas ripe for the expansion of urban agriculture. This paper explores the need for and some of the basics of ecological city planning, with an emphasis on Ecocity Mapping and the introduction of an initial mapping project developed for the city of Oakland, California.

**Keywords:** Ecocities; Mapping; Planning; Oakland, California.

### **INTRODUCTION** ← **Sample of Main Heading**

This paper suggests ways that the form and function of the city can be reshaped to exist in balance with living systems. It specifically emphasizes Ecocity Mapping, an ecological city planning tool being developed by Ecocity Builders as the first step in reshaping existing cities into ecocities — human settlements organized and built upon ecological principles.

### **Cities and the Age of Oil** ← **Sample of subheading**

With the onset of the Age of Oil and cheap energy, populations, economies, technologies — and cities — exploded in growth.

### **REFERENCES**

## Tables

1. Tables should be embedded in the text and placed after they are cited within the text.
2. Tables should be numbered using Roman numerals and should be given a title. **Table title and number should be typed above the table.**

*Sample:*

**Table I: Design and Validation Methods to Ensure Data Quality**

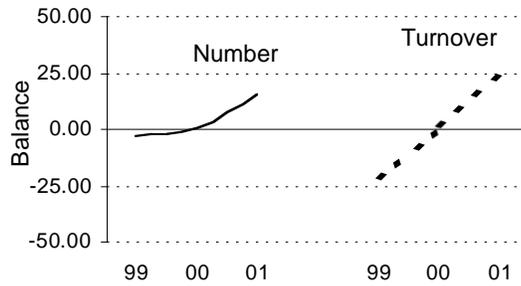
Non-coverage bias	<ul style="list-style-type: none"><li>• Comparisons with secondary data sets (e.g. population census information) are made to assess sample representation (e.g. socio-demographics).</li><li>• Behaviour (catch rates, avidity) of non-phone owners and owners of unlisted numbers are compared with directory listed respondents through creel surveys.</li></ul>
Non-response bias	<ul style="list-style-type: none"><li>• Survey approach results in very high response rates, thereby minimizing impacts of non-response.</li><li>• Non-response follow-up is undertaken to assess possible behavioural differences.</li></ul>
Recall bias	<ul style="list-style-type: none"><li>• Minimized through survey design with frequent contact with respondents, low respondent burden and the use of a 'memory jogger' diary system.</li></ul>
Prestige bias	<ul style="list-style-type: none"><li>• Reporting accuracy is enhanced through strong rapport between respondent and interviewer, survey objectives are carefully explained to respondents and standardized neutral questioning is used.</li><li>• Limited validation (zero catches and catch rates) is achieved through creel surveys (refer to figures)</li></ul>
Other response biases and behavioral 'shifts' (e.g. where intervention of the study might cause increased fishing activity)	<ul style="list-style-type: none"><li>• As for prestige bias</li><li>• Careful respondent briefing in terms of 'normal' fishing activity, i.e. no more or less often than would have occurred in the survey period, plus neutral reinforcement by the interviewer, especially during periods of nil activity.</li></ul>
Species identification	<ul style="list-style-type: none"><li>• Species show cards are provided to assist respondents with species identification.</li><li>• Identification skills are assessed through creel surveys.</li></ul>

From Lyle, Coleman and West (2000).

## Figures

1. Figures should be numbered (Fig. 1.) and titled. **Figure title and number should be typed below the figure using sentence format (first word capitalized).**
2. Figures should be embedded in your text and placed after they are cited. Do not send separate files containing your figures or we will return the file.

Sample:



**Figure 1. The trend-and-confidence indicator for commercial fishery for 1999-2001 weighted by the number and turnover of enterprises**

### Equations

1. Place equations at the left margin, numbered in Arabic (Eq. 1), flush right.
2. Equations may be specially prepared and inserted into your paper as a GIF or JPG image.

Sample:

$$\frac{\partial \alpha_c \rho}{\partial t} + \nabla \cdot (\alpha_c \rho \mathbf{v}_c) = \Gamma_c, \quad (\text{Eq. 1})$$

$$\frac{\partial \alpha_d \rho}{\partial t} + \nabla \cdot (\alpha_d \rho \mathbf{v}_d) = \Gamma_d \quad (\text{Eq. 2})$$

### Endnotes, not footnotes

1. Footnotes should be under the heading “Endnotes” at the end of the paper after your “References” Heading, **not** at the end of each page. Identify by lowercase superscript letters or asterisk (a,b,c.).

### References

1. List references at the end of your paper in numerical sequence as cited in the text (before Footnotes, if included).
2. References should be cited in text, i.e., [1], [2,3] etc. **Do not superscript your numbers.**
3. Cite references as in journal format. See sample above.