Please use this template to prepare your case study. Case studies are a description of a project or process that has taken place, and highlights lessons learnt. They can be place-based (e.g. about a physical construction project) or process-based (e.g. a novel partnership between industry, government and academia). In all situations, case studies aim to tell a story from which others can learn and require enough detail for that to occur. Please see the detailed instructions to authors on page 3 for more detailed information.

Replace the *blue italicised text below* with your information.

**Title (succinct and compelling)**

*Start typing here*

**Promotional photo**

*Insert a low-res version of the promotional photo here, and attach a high-res photo to the submission*

**Two-sentence summary (this is to get the reader’s attention and encourage to keep reading your case study)**

*Start typing here*

**Description of the Case Study**

* Length is variable depending on the complexity of your case study, but ideally 500 – 1000 words, and a maximum of 1,500 words.
* Specific sub-headings must be included in your case study. Follow the structure as indicated below and in the instructions.
* Include other descriptive sub-headings where relevant
* Insert low-res versions of your graphics where you want them to appear in your case study, and attach high res versions as separate files to your submission

What: what is your case study about (e.g. a crossing structure, fencing, partnership or planning process, etc)

*Start typing here*

Where: (include a GPS location if relevant and safe to do so)

*Start typing here*

Who: description of organisations involved

*Start typing here*

When: when did the project take place?

*Start typing here*

Description of the project, process, situation: If an infrastructure project, include relevant descriptors, such as the type of infrastructure, traffic volume, speed of trains, width of clearing, etc

*Start typing here*

Lessons learnt (include description of what actions you would and would not do again)

*Start typing here*

References cited (Keep to < 10, Biological Conservation style)

*Start typing here*

**Author(s) information (to be published online)**

*The name and contact details of the authors of the case study, as you want it to appear online*

**If your case study has been published elsewhere, please include the following information and please attach the original peer-reviewed article with your submission**

*Author, date. Title. Report/Journal name in full, issue, pages. DOI: Hyperlink to webpage where report/journal article has been published and can be downloaded*

**Graphics, including photos, maps, graphs, videos**

* Include as attachments to your submission ~2 to 3 high-resolution graphics to illustrate and support your case study.
* If your files are large, please share via a file-sharing service, such as dropbox, onedrive, googledrive etc.

***Editor:*** *(Office use only)*

*Enter editor’s name*

**INSTRUCTIONS TO AUTHORS**

**CASE STUDIES are intended to tell a story about a specific project or process that others can learn from. Case studies can be place-based, process-based or a mixture of both. Case studies can describe an entire project from beginning to end, or they can describe a pertinent part of a project. Case studies could include:**

* **All or part of the planning, design, construction and evaluation of a novel mitigation technique.**
* **All or part of the planning and design of a new transport project through a natural area**
* **All or part of the avoidance, minimisation, mitigation, offsetting and/or rehabilitation of a transport project**
* **All or part of the planning, design, construction, operation, maintenance and/or evaluation of a retrofit project**
* **All or part of a unique collaboration or partnership or process to investigate an issue, solve a problem and/or develop a solution**

**All case studies must:**

1. **Tell a story that is related to transport and ecology**
2. **Include lessons learnt, which include “what would you do differently next time’ and/or “what would you do the same next time”**

**Audience:** The audience for case studies is broad and includes engineers, planners, designers, regulators, funders, construction personnel, ecologists and biologists. Your case study should be written so it can be understood by all readers.

**Title:** A succinct and compelling title that summarises the lessons learnt AND draws in the reader.  Along with the promotional photo and 2-sentence summary, the title will be the first thing the reader sees both on website and on digests that subscribers to the website will receive.

**Promotional photo:** Include a high-res photo (that is either yours or you have permission to use) that will be the first graphic that readers will see. Other photos can be included within the article. We recommend all photos to be at least 1500 x 1000, 300dpi.

**Two-sentence summary:** Provide a 2-sentence summary, that along with the title and promotional photo, will be what first engages the reader and makes them want to read the rest of your article.  Some hints: Do not repeat what the title says – they will be read together and they should complement each other.  Consider phrasing the 2-sentence summary as a pitch or hook that highlights the significance of your case study to get your reader’s interest. The 2-sentence summary is like an elevator pitch - you are in a lift with someone and you have the equivalent of 2-sentences to explain your story to them.

**Article length:** Shorter is better – aim for about 500 to 1000 words, up to a maximum of 1,500 words. Please contact the editors for guidance if your case study is more than 1,500 words.

**Abstract:** because the case study is succinct, with specific headings to direct the reader, there is no abstract or extended summary.

**Structure and content:** The main aim of the case studies is to tell a story about a project you were involved in and enable others to learn from what you did – and this could be learning from your mistakes (i.e. what you would do differently next time) and/or learning from your successes (i.e. what you would do again).

If possible, co-author your case study with someone from a different discipline with whom you worked on the project to provide different perspectives (e.g. an engineer and an ecologist, a planner and a construction person, a regulator and a funder, etc). This will ensure that the case study describes different perspectives of the ‘same story’, thus providing richer and more nuanced lessons for the reader.

Remember that you don’t need to summarise the entire project or process in your case study – pick the interesting, pertinent and relevant aspects. Consider writing two or three case studies if your story has two or three interesting aspects that are quite detailed and complicated.

As a guide, keep sentences uncomplicated, paragraphs short, use bullet points and headings and sub-headings to organise your ‘story’ and focus on describing your case study in a jargon-free and interesting way.

**Headings and sub-headings:** Use headings to shape your case study and that describe the content, rather than the section. For example – rather than using “Introduction” or “Results” as headings, use a phrase that describes the content, such as “Investigating causes of wildlife-vehicle collisions” or “Larger-sized animals need bigger underpasses”.

**Language:** All articles are published in English, and we encourage authors to provide a version translated into another language(s) that is relevant to the region where the work was undertaken. Do not provide this translated version when you submit your article, but rather provide the translated version when your article has been reviewed and accepted.

**Scientific names or common names:** Always use common names and include the scientific name at first mention only. Avoid lots of scientific names in your case study because many of your readers will not have any biological training.

**Graphics, including photos, maps, videos and other media:** Blogs allow a multi-media experience, and you should include a diversity of media in your story. If pictures tell a thousand words, then videos are even better.

**Source:** If your case study has been published in a peer-reviewed journal article, include the full details of that publication at the end of the case study, as well as provide a hyperlink to it if it is open-access or available somewhere.  Ensure you are not violating any copyright laws.  If the blog has been published elsewhere and re-posted on TransportEcology.info, ensure you also provide a hyperlink to the original source.

**Reference formatting:** All references should be in [Biological Conservation style.](https://paperpile.com/s/biological-conservation-citation-style/) Example for in-text citation: ...as demonstrated (Allan, 2000; Allan and Jones, 1999) or Kramer et al. (2010) have recently shown. Example in a reference list for a journal article:

Van der Geer, J., Hanraads, J.A.J., Lupton, R.A., 2010. The art of writing a scientific article. J. Sci. Commun. 163, 51–59.<https://doi.org/10.1016/j.Sc.2010.00372>.

**Review process:** TransportEcology.Info will do the following:

1) Confirm all links provided, including links to source material, are accurate and work at the time of publication.

2) If your case study is based on information you have published in a peer-reviewed scientific journal, we will check that the information in the best practise note and the article are consistent. If it is a new case study, we will send out your note to other experts for review.

3) Provide minor editorial support to improve the clarity, structure or style of the case study. However, you are the author of your case study and ultimately responsible for its content.

4) Review the blog to ensure there is no offensive or defamatory content.

5) TransportEcology.Info will not review any translated versions of accepted articles – this is the responsibility of the authors.

**Submission:** Email your article and any graphics and other supporting material to info@transportecology.info.  Please mark the subject as ‘SUBMISSION – CASE STUDY‘. Include a copy of the original peer-reviewed article so it can be compared.  By submitting your article, you agree with our Privacy Policy and Terms & Conditions.