

**1. Title of Case Study (project name):****2. Client (who commissioned the project):****3. Location (city and region):****4. Contractor:****5. Designer (individual or company):****6. Contract Value:****7. Completion Date:****8. Outline:**

Brief description of the contents of the case study- a summary.

**9. Background:**

Reasons behind the conception and development of the project. Why was it commissioned?

**10. Methodology:**

A description of what steps were taken to implement the project, and what the results were. How was 12d Model used at the planning phase?

**11. Issues:**

Describe any problems that arose as the project unfolded. How did you overcome them? If you weren't able to resolve them, how did the project adapt to fit around these obstacles? How did 12d functionality help with resolving these issues?

**12. Benefits:**

What specific strategies or approaches were successful?

**13. Evidence of Success:**

What evidence can you provide to demonstrate the success of the technique/ method your project adopted? EG: examples, data from feedback, accreditation visit reports, internal quality assurance results? What 12d data is available? Did 12d have an impact on success?

**14. Images/Videos**

Please supply any supporting images/ graphics/ videos that illustrate the project.

Examples include images of the site being developed, high end visualisation, images from 12d, flow diagrams, process diagrams, generic project plans, etc.

Basically anything which is not text! (Please provide images in 300dpi/ppi resolution or at the highest available size).

**15. Reflections**

Any factors which you consider contributed to the success or otherwise of your case study. If you had to do it all again would you do anything differently? Are there better ways to use 12d?

**16. References (if available)**

References relevant to the case study including any previous publications and webpages, images courtesy of, etc.

**17. Project Participants**

Subcontractors, Sub-consultants and Suppliers.

**18. Testimonials**

Any supporting quotes from project managers or contributors which concisely sum up the most important or positive points about the project.

Please include the name, position and company of the person making the testimonial)

**18. Byline**

Your information. Please supply the following:

Created By:

Position:

Company Name:

Company Location:

Company Website:

High Resolution Company Logo.