



Manual of the online Knowledge Sharing Platform on Urban Green Growth in Dynamic Asia

This document details the features of the online Knowledge Sharing Platform on Urban Green Growth in Dynamic Asia. This website is a tool to support the activities of the Platform, and to create a more concrete community around the OECD project “Urban Green Growth in Dynamic Asia”, gathering all participants of the workshops and forums that have been organised within the framework of the Platform. The online Platform is also a space to help create new partnerships and visions for urban green growth. It will allow documenting more visibly existing policy initiatives and challenges in order to foster urban green growth in dynamic Asia.

1. A calendar of the Platform’s activities

- The Platform’s website is a space where members of the community can view past and upcoming events which were and will be organised within the framework of the Knowledge Sharing Platform on Urban Green Growth in Dynamic Asia. This allows to view past achievements and also to prepare in advance for the next activities to which all members are automatically invited.
- The information on upcoming and past activities can be viewed in three places:
 - On the home (or “Overview”) page, in the boxes “Upcoming Events” and “Past Activities”
 - By clicking on the “Calendar” tab, which appears on the home page
 - By clicking on “Events” in the “Content” tab which appears on the home page

All Places > Urban Green Growth in Dynamic Asia

Urban Green Growth in Dynamic Asia

Notifications in 2 streams

Overview Content People Calendar Actions About Share Manage

About

Welcome to the online space of the Urban Green Growth in Dynamic Asia Knowledge Sharing Platform! This online community is a continuous space supporting the activities of the Platform, which consists of knowledge sharing workshops and forums organised within the framework of the OECD project

Upcoming Events

05/11/2014 Iskandar Malaysia Knowledge Sharing Workshop on Urban Green Growth in Dynamic Asia Johor Bahru, Iskandar Malaysia

Recent Activity

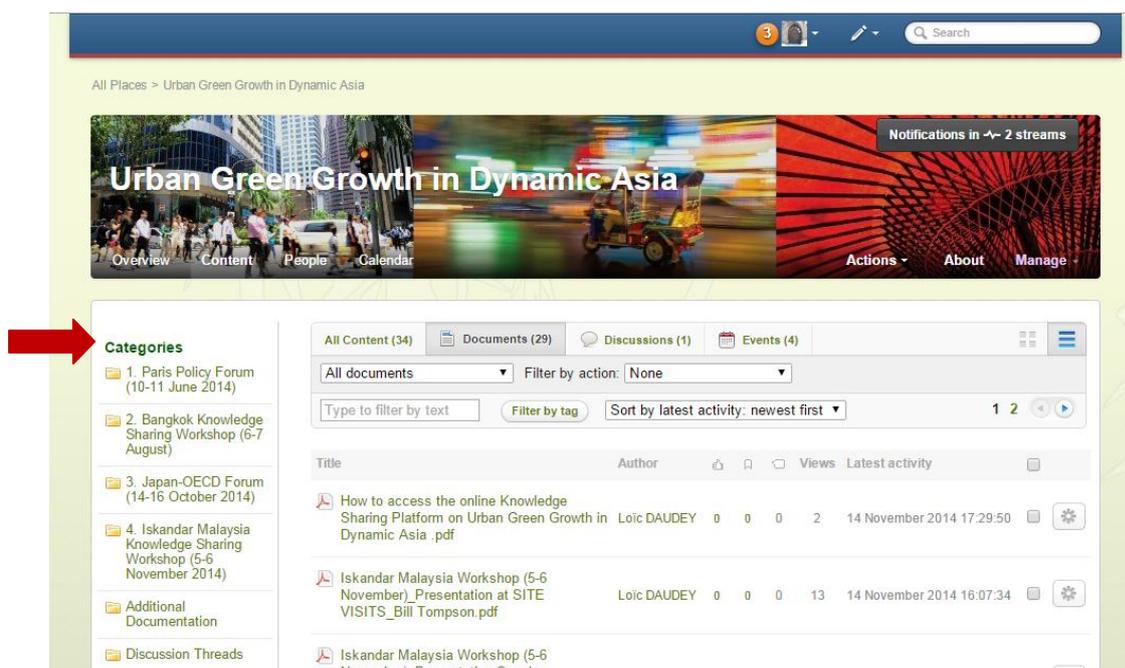
Japan-OECD Forum on Urban Development and Green Growth by Loïc DAUDEY 2 weeks ago

Featured Documents

Japan-OECD Policy Forum Agenda (distributed at expert meeting).pdf by Loïc DAUDEY 2 weeks ago

2. A space to share key documents related to the Platform

- The Platform's website is a space where the members of the community can access key documents related to the activities of the Platform and the project Urban Green Growth in Dynamic Asia. The following documents are shared and can be downloaded by any member of the Platform:
 - Final agendas and lists of participants (for past events)
 - Current agenda (for the upcoming event)
 - Presentations made during workshops and forums
 - Discussion papers (the preliminary versions made before the workshops, those to be shared for feedback after the workshops, and the final versions)
 - Additional files relevant to the project (conceptual framework, brochures etc.)
- All the documents will be uploaded by the OECD Secretariat. They can be accessed by clicking on the "Content" tab which appears on the home page. The list of all documents (and also events and discussions) will then appear on the screen. To facilitate the navigation of online visitors, documents and events are regrouped in different categories, mainly corresponding to the different activities of the Platform.



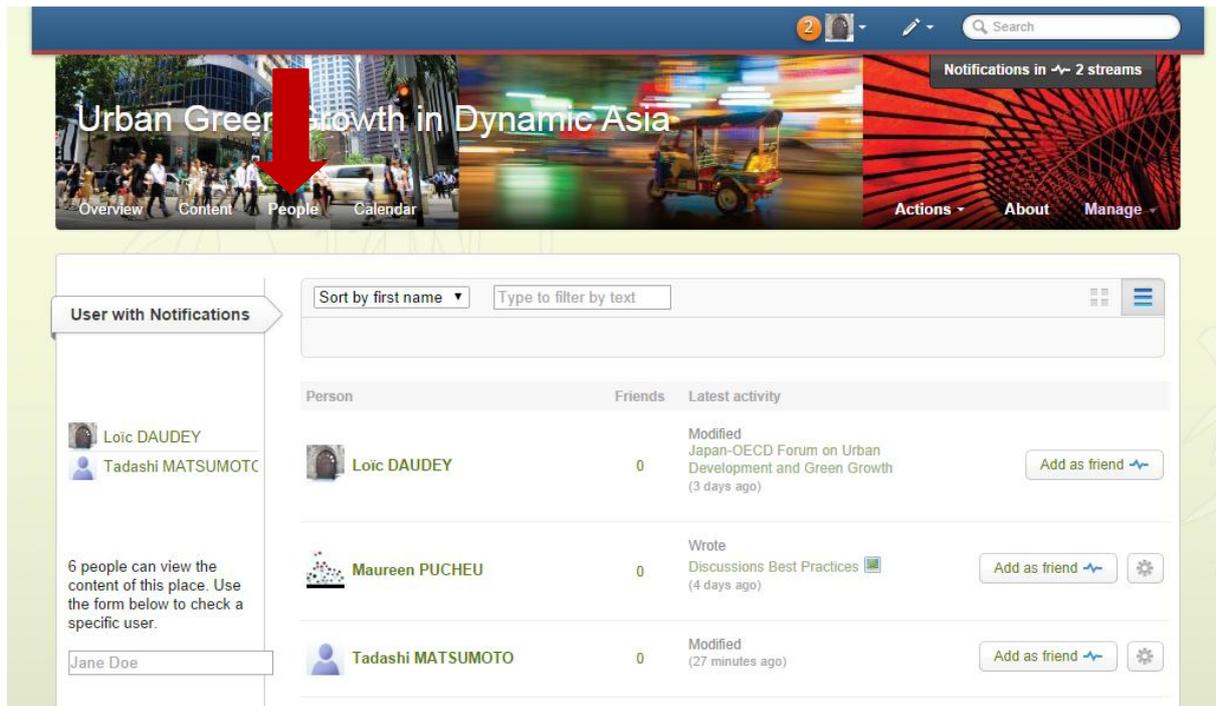
- The main page will also feature one or two key documents, which is particularly important at the moment when it is displayed (e.g. agenda of the next event, revised discussion paper etc.)

The screenshot shows the website's main page. At the top, there is a navigation bar with a search bar and a user profile icon. Below this, a banner image displays the title 'Urban Green Growth in Dynamic Asia' with navigation tabs for 'Overview', 'Content', 'People', and 'Calendar'. On the right side of the banner, there are links for 'Actions', 'About', 'Share', and 'Manage'. The main content area is divided into three columns. The left column is titled 'About' and contains a photo of three people in a meeting, followed by a welcome message. The middle column is titled 'Upcoming Events' and lists a workshop on 05/11/2014 in Iskandar Malaysia. The right column is titled 'Recent Activity' and shows a forum by Loïc DAUDEY. Below that, there is a 'Featured Documents' section with two PDFs, one of which is highlighted with a red arrow.

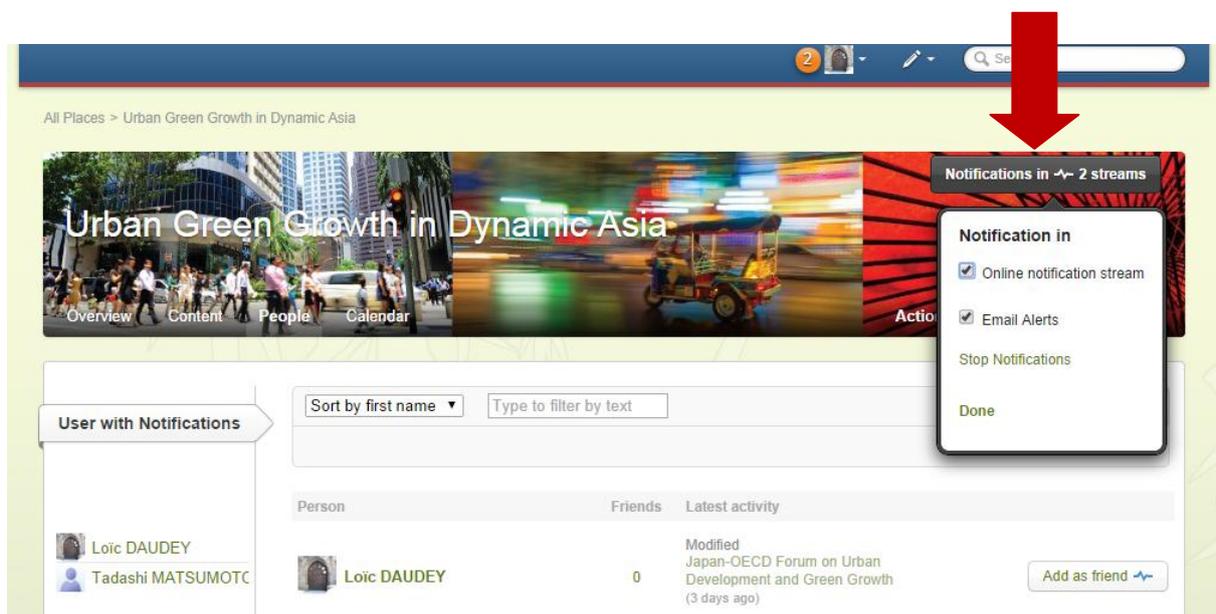
- Members of the Platform can also propose to upload some documents of their knowledge which echo discussions of past workshops/forums, or which are informative on the topic of urban green growth in dynamic Asia. To avoid overload of the website, please write first to the OECD Secretariat (loic.daudey@oecd.org or Tadashi.matsumoto@oecd.org) to submit your proposal to upload (a) document(s).

3. A space to view and contact Platform members

- The Platform's website will also be a space to better identify members of the Platform. It is sometimes difficult to remember people who joined the same activities in the past, especially if different persons of the same organisation joined the next activities, or if the organisation was not represented during the next event, for instance. All members will therefore be allowed to see who the members of the Platform are (if members choose to display their identity: please see below for more instructions).
- The website can also provide contact information of each member (depending on the privacy settings chosen by participants). This will allow to strengthen relationships within the Platform and to allow members to establish first contacts or follow up on first encounters which happened during past events.
- The list of members can be seen by clicking on the "People" tab that appears on the home page:



- To be visible in the “People” tab, you will need to click on “Notification streams” at the top right corner of the home page. Then, click on either “Online notification stream” or “Email Alerts”. Your name will then be visible.

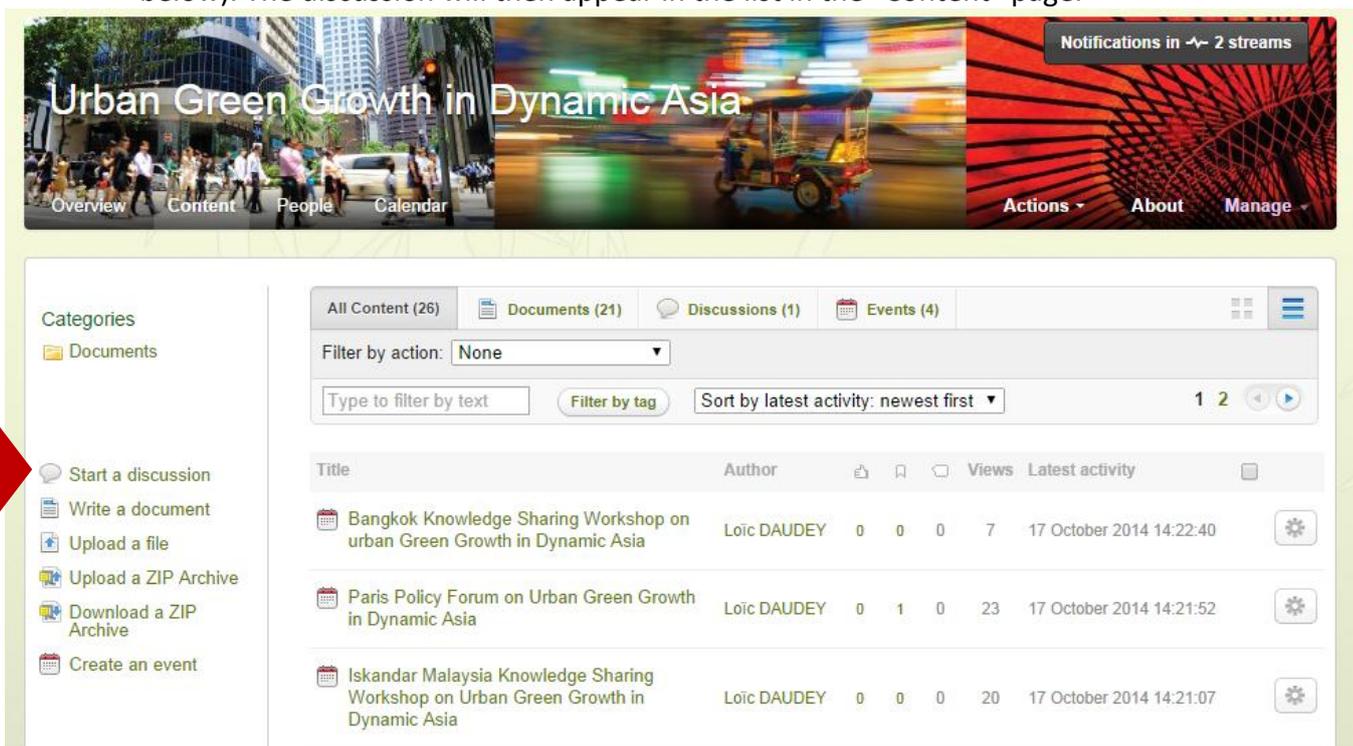


- Every member is free to choose which personal information is displayed. To check privacy settings, click on the personal icon at the top and then click on “Edit Profile” as shown below.



4. A space to openly discuss the Platform's activities and propose suggestions

- The Platform website is finally a space for open discussions. Members are free to start a discussion by clicking on the "Content" tab which appears on the home page, and then clicking on the item "Start a discussion" which appears on the left (see below). The discussion will then appear in the list in the "Content" page.



- The following bullet points are examples of discussion threads that the OECD Secretariat or any member of the Platform can start:
 - Discussion on the organisation of the Platform's activities
 - Suggestions of new approaches of knowledge sharing
 - Discussion on analytical issues on urban green growth in dynamic Asia
 - Any specific questions of a member to the OECD Secretariat