

Guidelines for submitting a case study

Title:

- Craft a short, crisp, and meaningful title (maximum 50 characters, including spaces).

Lead:

- Write a brief and engaging lead to attract readers' attention

Body text:

- The main text can vary in length depending on additional materials such as figures, tables, and boxes.

Box, quote, figure:

- You may use boxes to explain issues in detail.
- Include quotes for personal testimonies on project outcomes/impacts.
- You may use figures (tables/graphs) to complement the text.
 - Graphs must be submitted in vectorized format.
 - Provide brief captions and sources for each figure (maximum 2 elements).

Photos:

- Submit 3-4 high-quality color photos as separate files.
- Provide brief captions and credits for each photo.

Word Limit:

- Aim to create a document that presents the entire picture of your project or activity as an impactful and concise story.
- Please adhere to the word limit of **1500-2000 words**, which equates to approximately **4-5 pages**.
- Use single-spaced formatting with a 12-point font size (Source Serif Pro for body text; Source Sans Pro for titles) and 1-inch margins on all sides.

References/Further reading:

- List references used in APA style.
- Format references according to the style below.
 - Example:
Kumar, R., Singh, A., & Sharma, V. (2018). Sustainable agriculture practices in the Himalayan region: A review. *Journal of Environmental*

Management, 223, 104-112.

<https://doi.org/10.1016/j.jenvman.2018.06.051>.

- Example:
Li, X., Gao, W., & Chen, Y. (2019). Climate change impacts on water resources in the Tibetan Plateau. *Environmental Research Letters*, 14(3), 034014. <https://doi.org/10.1088/1748-9326/aafbea>.

Author's information:

- Provide the first name, family name, institution, and email address.
 - Example:
Jane Doe
International Centre for Integrated Mountain Development (ICIMOD)
jane.doe@icimod.org
 - Example:
John Smith
Mountain Research Initiative (MRI), University of Zurich, Switzerland
john.smith@mri.unizh.ch