

Knowledge Sharing Platform

USER GUIDE









GETTING STARTED

The APEC Energy Smart Communities Initiative (ESCI) was inaugurated in November 2010 by U.S. President, Barack Obama and Japanese Prime Minister, Naoto Kan. The KSP is one component of ESCI and is a tool for collecting and sharing best practices for creating energy smart communities.

ESCI-KSP Aims to Achieve the Following Goals

- To demonstrate the practicality of clean energy technologies related to the APEC goal to reduce energy intensity by 45% of 2005 by 2035, and renewable energy doubling goal.
- Provide case studies, policy briefs, research findings, and data on smart transport, smart buildings, smart grid, smart jobs and consumers, and low carbon model towns.
- Serve as a communications resource for the APEC Energy Working Group (EWG) and associated partners. Inform APEC decision-makers about green growth, sustainable development and long term job creation.

THE ECSI-KSP SITE

The ESCI-KSP site is located at www.esci-ksp.org. The ESCI-KSP is organized around 5 sections: Smart Transport (ST), Smart Buildings (SB), Smart Grid (SG) and Smart Jobs (SJ), and the cross cutting element, Low Carbon Model Towns (LCMT). Each respective section is further broken down into sub-sections.

Smart Transport (ST)

ST-1: Energy Efficient Urban Transport Network

ST-2: Energy Efficient Freight Transport Network

ST-3: Electromobility Survey and Roadmap

ST-4: Electric Vehicle Demonstrations

Smart Buildings (SB)

SB-1: Low Energy Buildings Network

SB-2: Materials Testing and Ratings Center

SB-3: Cool Roof Demonstrations

SB-4: Low Energy Windows Demonstrations

Smart Grids (SG)

SG-1: Smart Grid Survey and Roadmap

SG-2: Smart Grid Test Bed Network

Smart Jobs & Consumers (SJ)

SJ-1: Energy Efficiency Training

SJ-2: Energy Efficiency School Curricula

SJ-3: Sister Schools Programs

Industry Zone (In):

In-1: Industry Overview

In-2: Enterprise Portfolio

In-3: New Technology Application

Low Carbon Model Towns (LCMT)

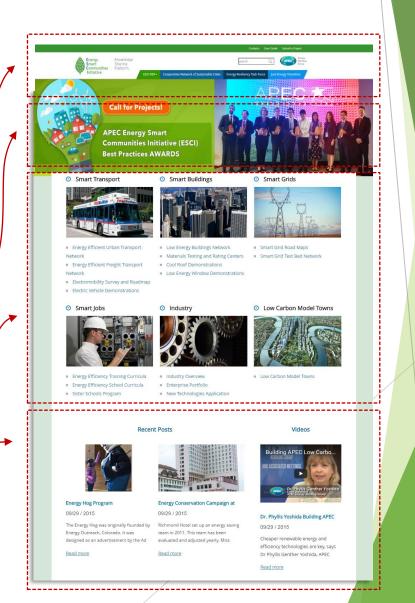
NAVIGATING THE ESCI-KSP SITE

Home Page

HOME PAGE is found at www.esci-ksp.org. From the Home Page, you can access both the sections and subsections by hovering the cursor over any of the 6 section images.

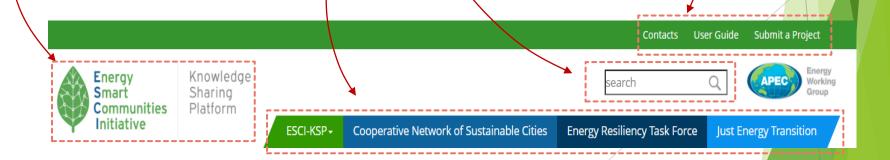
The Home Page contains:

- Header Navigation Bar
- Upcoming and recent events related to ESCI-KSP
- Featured projects from each sector of ESCI
- Recently added projects and related videos to ESCI



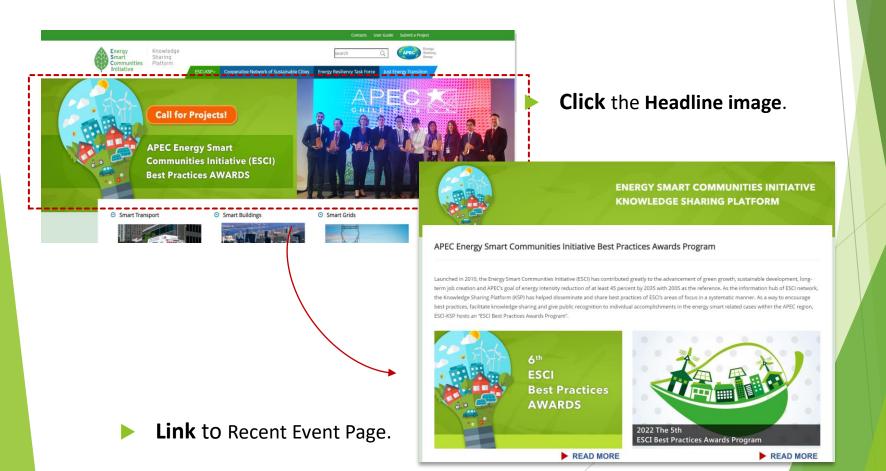
NAVIGATING THE ESCI-KSP SITE Header Navigation

- ► HEADER NAVIGATION is available at all times during your navigation throughout the site at the top of each page. It contains links to:
 - ▶ Home Page: Click ESCI-KSP logo and return to the home page.
 - Contacts: Email us for further information.
 - User Guide: Download a soft copy of the user guide or read online
 - **Submit a Project**: Project Submission.
 - Project Search : Search projects by keywords.
 - ▶ **About ESCI-KSP & Partnership**: Partners under EWG cooperation framework.



NAVIGATING THE ESCI-KSP SITE Recent Event Page

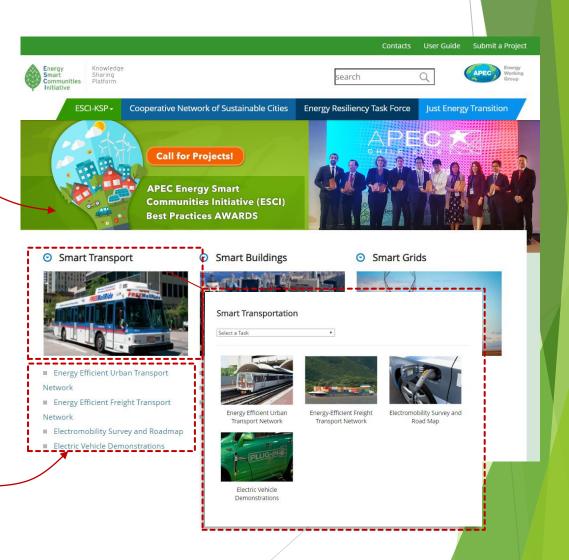
▶ **RECENT EVENT PAGE** can be accessed through the Headline image.



NAVIGATING THE ESCI-KSP SITE

Section Page

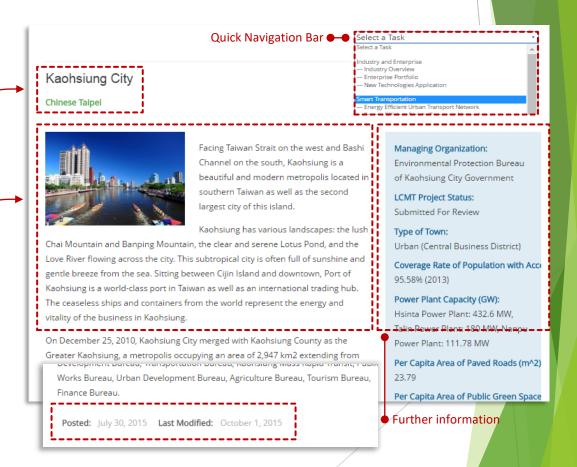
- Users can explore each section by clicking the representative image on the Home Page.
- Once you click on the image of your choice, you will be directed to the sub-section management page.
- Users also can click on subsection links to visit specific subsection within that section.



NAVIGATING THE ESCI-KSP SITE

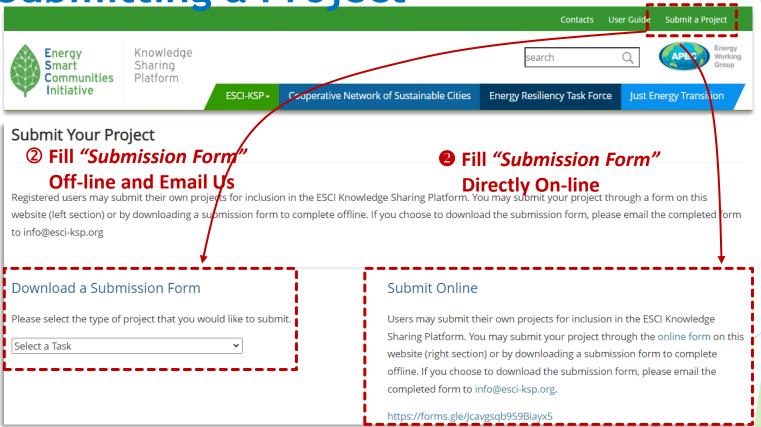
Project Pages

- Project Pages contains following elements:
- Project Title: Project name and managing economies will be included.
- Project Description: A feature image and article with the full narrative, posted and last modified date will be included as well.
- Further Information: Further information depends on project submission will be included.
- Quick Navigation Bar: Users can use this navigation bar to switch between specific subsection pages.



ESCI-KSP FUNCTIONALITY

Submitting a Project © Click "Submit a Project"



- Submitting a Project: Users will be able to submit their own project on ESCI-KSP website by:
 - Completing an "Online Submission Form", OR
 - Downloading the "Submission Form", completing it offline, then emailing to Site Contact.

ESCI-KSP FUNCTIONALITY Submitting a Project

Getting Published:

- After reviewing the "Project Submission Form" submitted by Users, a project will be published and posted on the website.
- ► NOTE: The Non-advertising Regulation will be adopted in reviewing project of Industry Zone:
 - ▶ User submissions shall contain profiles of energy efficiency-related industry organizations or technologies. Products/organizations cannot be given priority for promotional purposes. Price, detailed specification, and payment terms shall not be mentioned in the submission.
 - Users submitting content to the ESCI-KSP are responsible for authenticity of the data issued. The posting of false, inauthentic data may result in suspension of user privileges.
 - Any pecuniary related activities (e.g. inquiry and deposit) shall not appear on the website. Please contact the vendors directly for purchase inquiries, etc.
 - Malicious businesses are forbidden. Users shall hold entire legal responsibility for all activities that violate domestic and international laws.
 - User accounts shall be suspended for violations of any of the above regulations for a three-month term. Users receiving more than three suspensions will be permanently banned from accessing the ESCI-KSP website.

ESCI-KSP FUNCTIONALITY

Contact Information

For further information, please contact:

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