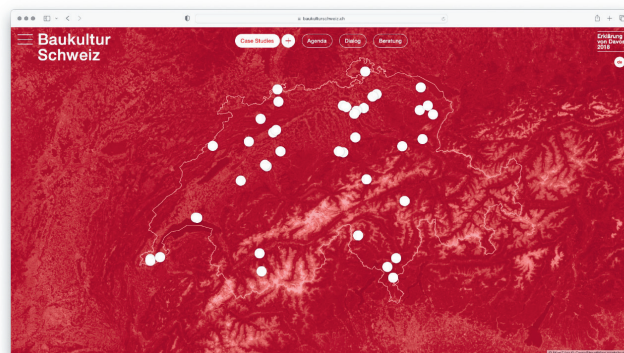


Guide for Schoolchildren

Describe your favourite place – create a “case”

Let's talk about places in Switzerland. Which place is important to you? Where do you feel particularly comfortable? Where do you miss something? The place can be a playground, your school building, a meadow or even a square in your neighbourhood. Choose a place that's important to you!

You can share a place that's special to you so others find out about it. All you need to do is briefly describe the place and create a 30-second still-shot video and a still image of it. Later, you can upload the description, video and image to the baukulturschweiz.ch web platform. This lets you turn your favourite place into a “case” of your own. You can read how to do this at the very end of this guide. Take a look at the web platform to see which places are already described there.



Baukultur experts have developed eight criteria (characteristics) for good places. The criteria are **governance** (Who is responsible?), **functionality**, **environment**, **economy**, **diversity**, **context**, **sense of place** (What is special?), and **beauty**. You can use these criteria to describe your place. For example, how this place is designed, how good you feel in this place, whether you can have any influence on this place or what makes this place special.

Is your favourite place missing from the map? Do you want to think about what makes this place special and what could be even better? Do you want to share your favourite place so others find out about it? Then get involved right now and describe your favourite place! The following tasks and questions are designed to help.

Tips

- If you don't understand or know something, ask for help. You can ask a teacher, your parents or another adult you trust. If you'd rather work with a friend, you can do the task together. Sometimes two heads are better than one! Then you can describe a place that's important to both of you and share your thoughts about it together.
- Read the questions carefully and give reasons for your answers. Write complete sentences instead of just keywords.

Important details about your place

Name

e.g. Felsenburgmatte schoolhouse

What's the name of the place?

Municipality

e.g. in Pfäffikon SZ

In what municipality is this place located?

Coordinates

Where exactly is the place located? Determine the latitude and longitude of your place (see section "Determine the coordinates of your place").

Tag line

*e.g. the most colourful schoolhouse
in the world*

Think of a good title for your place.

Describe your place

GOVERNANCE (Who is responsible?)

Find out who is responsible for this place. Describe what these people do to maintain the place. Is the place in good condition, or could something be done better? If so, what exactly could be done better?

Can you also have any influence on what this place looks like? If so, how exactly?

FUNCTIONALITY

What is this place needed for? Do you think it is well designed and suitable for that purpose? Why or why not?

Describe how you normally get to this place, for example by walking or cycling, and how other people get to this place.

ENVIRONMENT

It is important for the future that the designed environment also includes lots of nature. Look carefully at the place: does it have room for plants and animals? Where exactly?

What could be done to allow more plants to grow and animals to live in this place?

ECONOMY

Look at the materials used to design this place. Do you think they are durable and of good quality, meaning that they won't fall apart quickly? Why or why not?

Can anyone live or spend time in this place? Or, for example, is it only for people who have a lot of money? Why do you think that is?

DIVERSITY

Observe the place for a while. Who spends time here? Do you see a lot of children, adults and/or older people? Who else do you think should be here and why?

Write down your observations.

CONTEXT

Does the place fit into its surroundings? Why or why not?

Explore the place and take a look around: are all the buildings, squares or paths similar? Or are they different? Do you think the buildings, squares or paths fit together well? Why or why not?

SENSE OF PLACE (What is special?)

All places have something special that can only be found there, similar to a trademark. It's something that makes the place unique. What makes your place unique?

BEAUTY

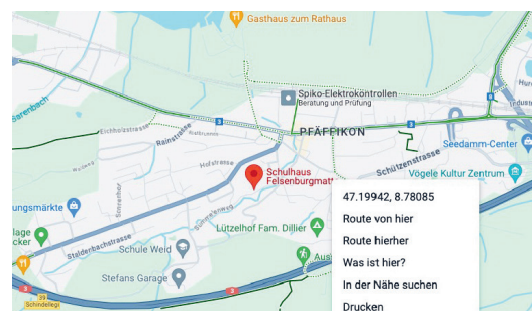
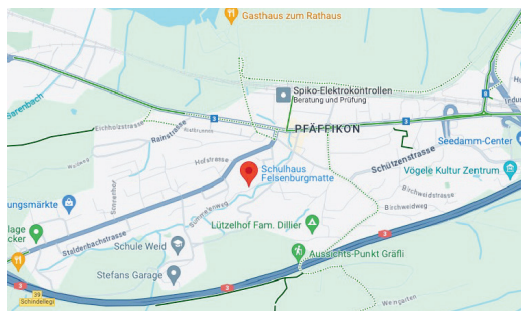
Close your eyes and think about your place. Remind yourself: what do you really like about this place? What is the beauty of this place?

Determine the coordinates of your place

Coordinates are degrees of latitude and longitude that can be used to determine the exact location of a place on the Earth. You need this information to submit your place on the web platform.

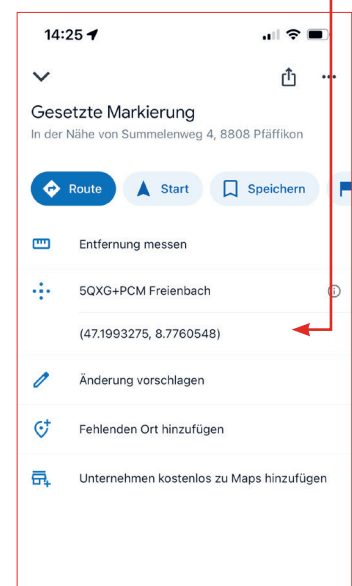
Click on your location directly on the map later when uploading. Or find out the coordinates via Google Maps:

1. Open Google Maps on the computer and enter your place in the search box or look for it on the map.
2. Right-click on its location. A pop-up window appears. At the top of the list you will see the latitude and longitude, e.g. 47.19942, 8.78085.



This is what to do on a tablet or smartphone:

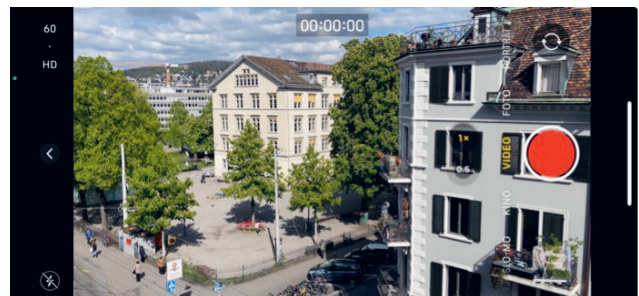
1. Open the Google Maps app and enter your place in the search box or look for it on the map.
2. Touch and hold the unlabeled spot on the map. A new red label appears.
3. Scroll down and read the latitude and longitude.



Take a still-shot video of your place and make a still image

How do you want to present your place? Up close or from a distance? From above or from a particular angle? Find a suitable spot to take a still-shot video and still image of your place.

1. Use your smartphone or tablet to record a 30-second video of your place. Hold the camera horizontally in landscape mode (16:9) and do not move it while filming. Choose a high resolution for filming (e.g. HD). If you find this difficult, ask an adult you know well to help you.



2. Now take a screenshot of the beginning of your video to create the still image.



Pay attention:

- You should not hear anyone speaking on the video, but you can record all other sounds.
- If you film or photograph any people, make sure they can't be recognised. For example, it's okay if they can be seen only from behind or from very far away.
- When filming or photographing, you may not enter "private property", such as a private garden. You can only film or take photos from outside private property.
- The video you upload is automatically downsized via the freeconvert.com platform.

Upload your video and still image to the web platform

A person with parental authority (e.g. your mother or father) or your teacher must assist you with this last step. This person is responsible for the accuracy of the information you provide.

Start

Open the browser on your computer or tablet (e.g. Safari, Google Chrome, Microsoft Edge, Firefox) and go to the baukulturswitzerland.ch website. Click on the plus symbol next to “Case Studies” on the homepage. On the next page, under “Case Studies for Schoolchildren”, you can download this guide as a PDF file. Then press the “Submit case” button.

1. Personal details

Fill in the personal details together with the adult (teacher or person with parental authority):

- Your first name and age, which may be made public.
- All other details must be filled in by the adult and will not be published: first name, last name, e-mail address and telephone number.

2. Basic details of your place

- Coordinates: Either press the “select location on the map” button or enter the latitude and longitude in the fields below.
- Upload the video and still image of your place. If you took the photo or video with your smartphone, you’ll need to transfer it to your computer or tablet first. If you don’t know how to do this, ask the adult to help you.
- Write down the date you took the video.

3. Description of your place

- Enter the name, the municipality and the tag line.
- Describe your place: here you can enter what you have written about the eight criteria. Your texts may not contain any links.
- If you want, enter an Instagram hashtag that shows pictures that match your location.

4. Legal details

- Tick the box: I am human.
- The person with parental authority or teacher assisting you must confirm that everything you have written is correct and that they have read the [General Terms and Conditions](#) (tick twice).

5. Submit your “case”.

Social Media

Once published, the case study appears on the [Switzerland map](#) and can be selected. You can use the social media buttons at the bottom of the screen to share and discuss the case study, or to print it out as a PDF. Clicking on the “Take a look” button will display images with the selected hashtag on Instagram.



Legal disclosure

Case Studies for Schoolchildren: Information for Teachers and Guide for Schoolchildren

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