# Welcome to DBIA's *Industry Match*

**Industry Match** is an online design-build company directory created for DBIA's Industry Partners. This IP member benefit will highlight your firm to Owners and industry professionals searching for design-build team partners. Industry Match is a targeted business development tool searchable by sector, firm type, and location allowing easy access to your company's profile. We know DBIA's Industry Partners are design-build experts delivering some of the nation's most innovative, cost and time-efficient projects in the nation, this tool will help highlight your expertise to project leaders.

This How-To Guide will get you started on building your company listing. Only **Industry Partner Admins** have access to create and edit your online profile. Please be sure your designated admin, in concert with your marketing department, are given this guide to help create your Industry Match directory page.

If you have any questions about setting up your listing, please contact the DBIA Membership Department at membership@dbia.org or 202.682.0110.

## What You'll Need

Creating your DBIA Industry Match profile is easy. Here's what you'll need to build a profile that introduces you to the Owners and teams looking for design-build partners.

**Contact Information:** Company name, address, contact information, website URL, etc.

**Company Descriptions:** A high-level overview, and a more detailed summary of your products, services, awards, etc. Please limit to 1,500 characters each.

**Company Logo:** JPG or PNG, 1200 pixels by 800 pixels and less than 4MB.

**Featured Image:** JPG or PNG, 1200 pixels by 800 pixels and less than 4MB

**Project Images:** Three (3) JPGs or PNGs, 1200 pixels by 800 pixels and less than 4MB

## Let's Get Started

**1**

To build your company's profile, Industry Partner admins need to first log into DBIA.org, go to **My Profile** and then select **Create or Edit Your Industry Match Listing**.

Create or Edit Your Industry Match Listing
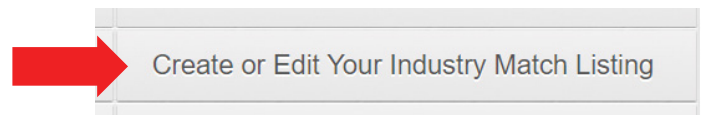
**2**

Here you'll create your company profile. Keep in mind that users will be able to search for you by sector, firm type, location, and project examples. With Owners and design-build pros searching the database, it is important to be as complete as possible in your profile. **All sections should be completed, but we'll touch on a few below for clarity.**

**⊕ Add Listing**

## Add Listing
Please fill in the cards below.

| Email |
| Phone |
| Address |
| Website |

**3**

Select each of the "cards" to complete your profile. Some of your information may already be populated.

**4**

Each section will show you the information we currently have and give you the opportunity to update that information. If the information is correct, make sure the checkbox next to "Publish Email", "Publish Phone", "Publish Address", etc. is selected.

**Important:** Please do not delete emails or phone numbers that are in your record.

Instead, click on **Add New Phone** or **Add New Email**. Once they're added, click the radio button next to them, check Publish and then click on USE THIS EMAIL or USE THIS PHONE (for whichever section you're in)
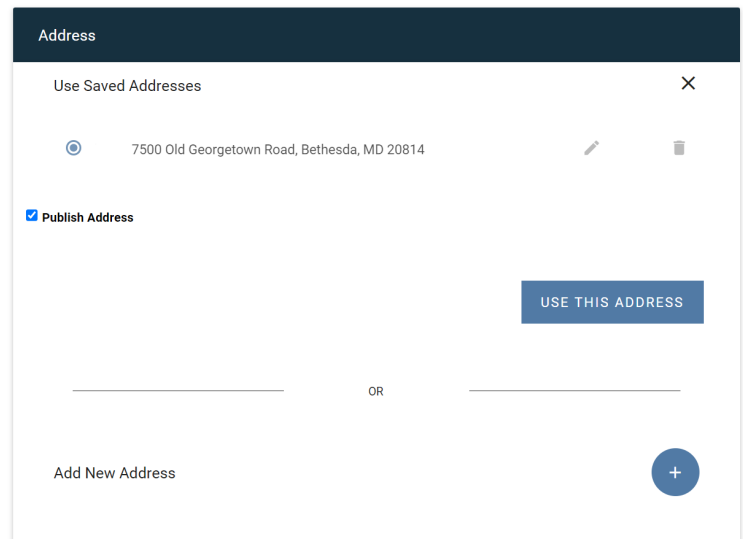
### Address

Use Saved Addresses                                              ✕

⊙        7500 Old Georgetown Road, Bethesda, MD 20814        ✏    🗑

☑ Publish Address

                                                          USE THIS ADDRESS

_____        OR        _____

Add New Address                                                    ⊕

**5**

The About and Narrative Sections are very important because they sell your company to the user. **About** is a quick 10,000 foot overview of your company while **Narrative** gets deeper about your products, services, and awards. Please limit each to 1,500 characters.

Companies often ask their marketing department to give them copy to insert here.

### About & Narrative

**About**

**Narrative**

                                                          EDIT

**6**

Before you enter the next three sections, gather your logo, three project photos, and a photo you'd want to use to highlight your company listing.

**We recommend photos be 1200 pixels by 800 pixels and less than 4MB.**

To upload your logo and photos in these three sections, simply click on the **Upload** icon and then click **UPDATE**.

If you'd like to replace any images, delete the images you're replacing first and then upload new images.

**Company Logo**

Update Company Logo
Use the upload button below to update your logo.

×

⬆ Upload Company Logo
Preferred formats: png, jpg

UPDATE

Your **Featured Image** can be any graphic or photo that will be displayed on the front page of your directory listing along with your contact information. This is not the same as your logo. For example, you may use a photo of your headquarters as your Featured Image.

Once you've uploaded your **Portfolio** photos, you'll notice a line under each photo. These are text fields where you may add a caption to each photo.
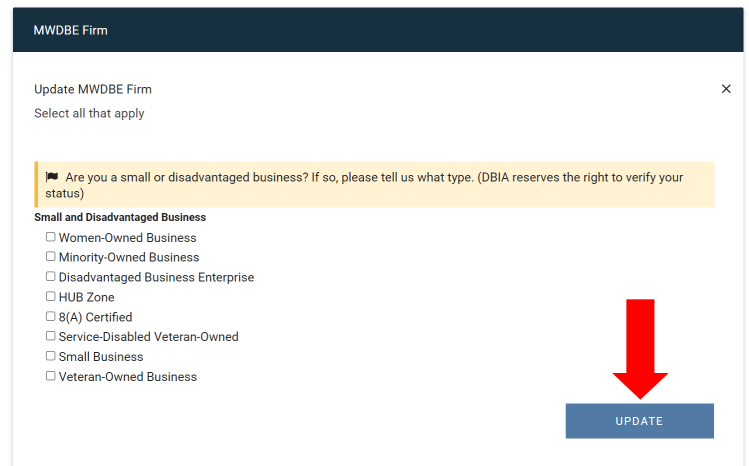
**Owner Advisory Business**

**Offers Owner Advisory Services**
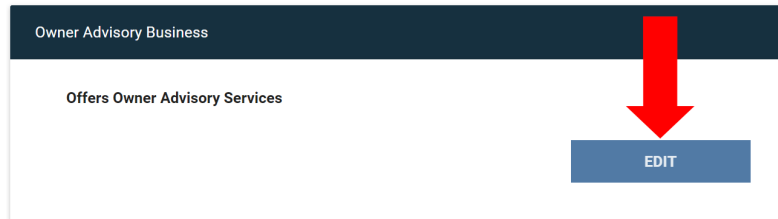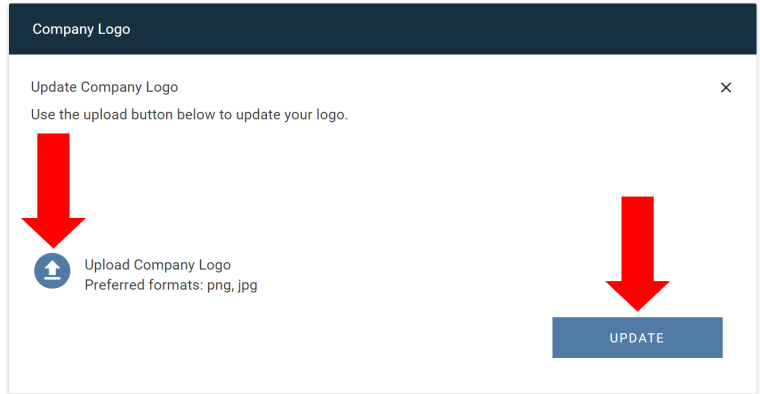
EDIT

**7**

Be sure to indicate whether or not your firm offers Owner Advisory Services. Click on **Edit** and select **Yes** or **No**.

**8**

If you are certified by a Federal, state or local government as a small or disadvantaged business, indicate which type and then select **UPDATE**. The Directory will highlight this to the users looking at your profile.
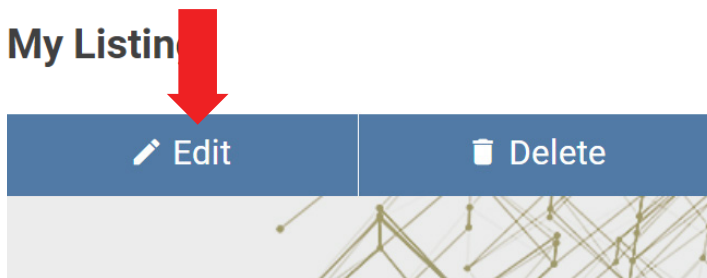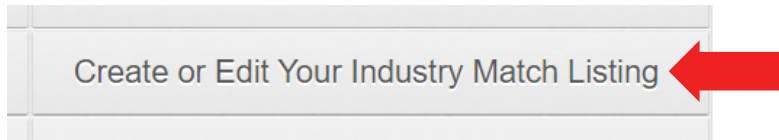
Once you have completed your profile, click on **ADD** to upload it to Industry Match.

**MWDBE Firm**

Update MWDBE Firm
Select all that apply

×

⚑ Are you a small or disadvantaged business? If so, please tell us what type. (DBIA reserves the right to verify your status)

**Small and Disadvantaged Business**
☐ Women-Owned Business
☐ Minority-Owned Business
☐ Disadvantaged Business Enterprise
☐ HUB Zone
☐ 8(A) Certified
☐ Service-Disabled Veteran-Owned
☐ Small Business
☐ Veteran-Owned Business

UPDATE

ADD

**Congratulations!**

**Your Industry Match listing is complete!**

If you have any questions about setting up your listing, please contact the DBIA Membership Department at membership@dbia.org or 202.682.0110

# Making updates and edits to your Industry Match profile

**1**

Create or Edit Your Industry Match Listing ⬅

You make edits to your profile in the same location you created your profile. Your company's Industry Partner admin logs into DBIA.org, goes to My Profile and then selects **Create or Edit Your Industry Match Listing**.

## My Listing

⬇

| ✏ Edit | 🗑 Delete |

**2** Click on the **Edit** button under My Listing.

**3** Click on the cards (sections) you wish to update.

< Back to My Listing

## Update Listing

**Please fill in the cards below.**

Email

Phone

Address

About & Narrative

Update About & Narrative ✕

Please type or copy and paste your content below.

**About**

Clark Construction Group is one of the largest and most experienced building and civil construction firms in the United States. For over a century, we have been transforming the ideas and visions of our clients into award-winning projects. We build with the intention of exceeding our clients' expectations for safety, quality, functionality, and aesthetics, and deliver assets that stand the test of time. We pride ourselves on being a local builder with national reach and reputation that consistently provides certainty in project delivery to each of our valued clients.

**Narrative**

Successful design-build delivery requires experienced professionals, exceptional communication, full team integration, and a commitment to working collaboratively — all hallmarks of our company for over a century. Clark has led efforts on hundreds of Design-Build projects ranging in size from $10 million to more than $1 billion. Through our extensive experience, we have developed innovative, team-based best practices to facilitate a seamless, unified project approach. Our Design-Build portfolio features projects of all sizes and levels of complexity — from mega projects in entertainment and public assembly to some of the most complex civil operations in the country.

⬅ UPDATE

**4** Click **UPDATE** button in each section that you edit.

**5** When you're done making all of your changes, click the final **UPDATE** button at the bottom of the page.

UPDATE