

Get matched with the right architect for your project

We will help you find the right architect from the RIBA's membership of more than 3,700 accredited Chartered Practices. RIBA members are professional, quality-assured practices with a world-class reputation for excellence.

GET STARTED

HOW DOES IT WORK?



Tell us about your project and what you need.



Get matched with RIBA accredited Chartered Practices.



Receive replies from interested practices. Don't worry we won't share your contact details.



Make your selection and start your project!

Find an Architect

10 easy steps to updating your Chartered Practice profile

Find an Architect: 10 easy steps to updating your Chartered Practice profile

STEP 1: Review the new designs

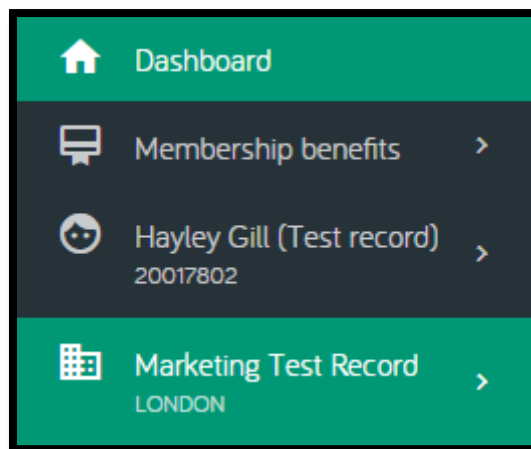
Your existing project and profile information has been loaded into the new system, so there is no need to start from scratch. But we recommend that you review your existing information and add new images, so your practice is best represented.

Visit <http://www.architecture.com/find-an-architect> and use the **find a practice by name** facility to search for your profile.

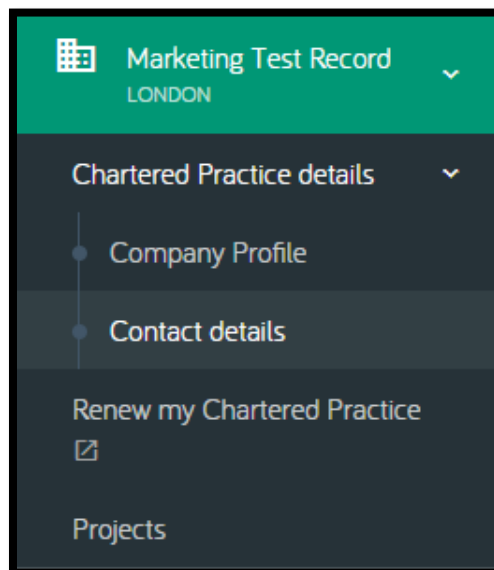
STEP 2: Log in

Go to <https://my-account.architecture.com> and login using the main contact's individual membership number and password.

STEP 3: Select your practice in the left-hand menu



STEP 4: Select contact details to review and update



It's worth reviewing your contact details to make sure they are up to date. Take particular interest in your

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main email address as this is where you will receive notifications from clients asking you if you're interested in their project.

Please note: Your full contact details will only be displayed to the clients you are matched with. We hope this will keep your data safer and encourage clients to contact you directly via the platform.

[Back to your matches](#)

Marketing Test Record

Royal Institute of British Architects , 66 Portland Place , LONDON , W1B 1AD

020 123 4567

[www.test.com](#)

[test@test.com](#)

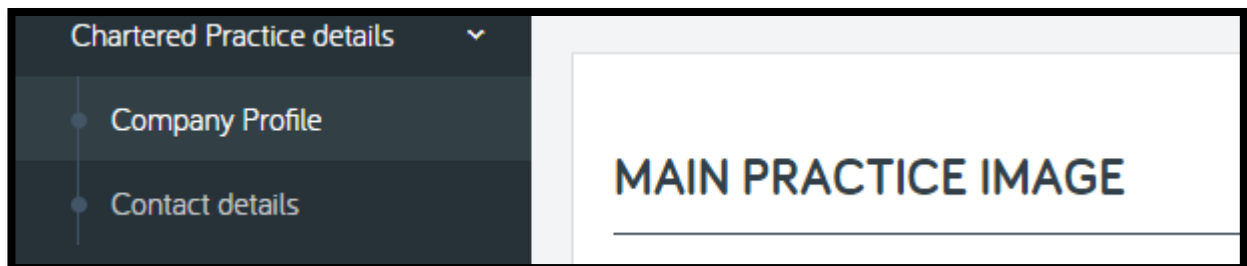
Marketing Test Record

Royal Institute of British Architects , 66 Portland Place , LONDON , W1B 1AD

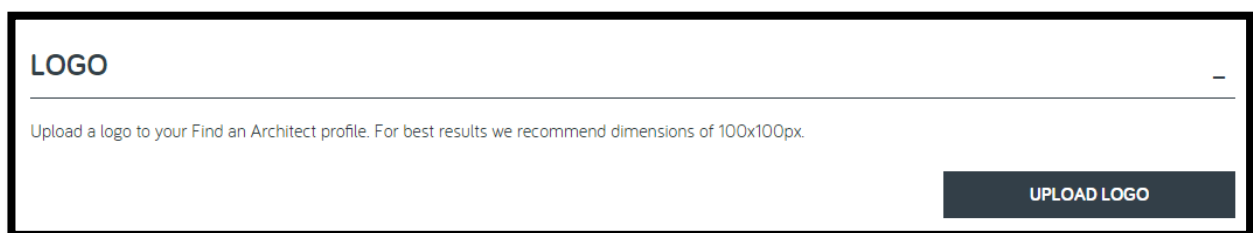
CONTACT PRACTICE

STEP 5: Click on Company Profile to add your practice statement, logo and main practice image

Add a high-quality image of **1920 x 1080 pixels** as your **main image**. This will be used to head your profile and to represent your practice if searched by name.



You can also add a **logo** of **100 x 100 pixels** to your profile to showcase your brand. **Please note:** If you upload a logo outside of these dimensions it will be resized and may not appear optimally.



For your **practice statement**, aim for a maximum of 100 words as this will appear on your profile without formatting applied.

×

CHARTERED PRACTICE STATEMENT

Practice statement

This is a test statement

(limit 250 words)

CANCEL

SAVE

Please also select an option for your **Minimum Project Value Interest**, to let us know from what size of budget you are willing to consider new projects. As this selection is essential to the matching process, we have added a value for you, but please do review and update this. We will only use this figure to match you to the right types of client. It will not be displayed on your profile.

MINIMUM PROJECT VALUE INTEREST

Select the value from which you are willing to consider new projects.

Please select ▼

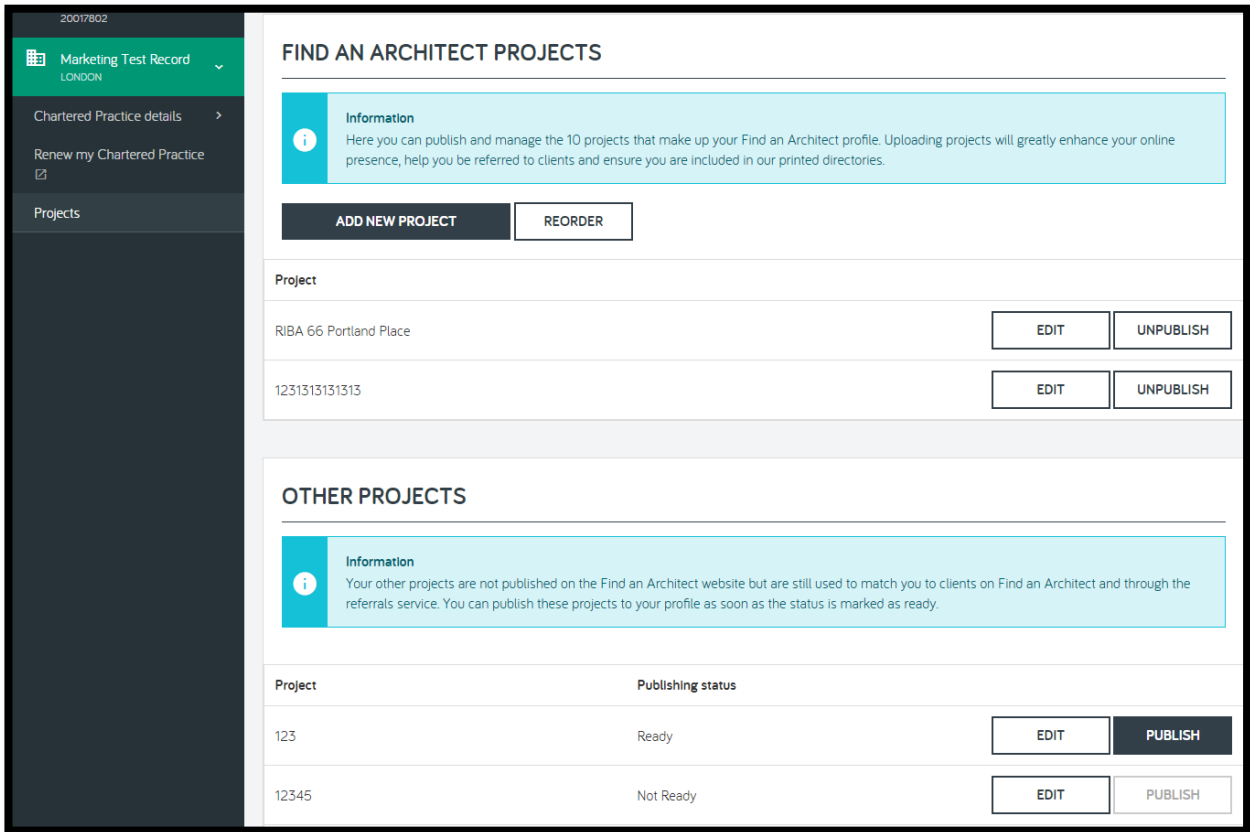
CANCEL

SAVE

STEP 6: Select Projects to reorder, edit and add new projects

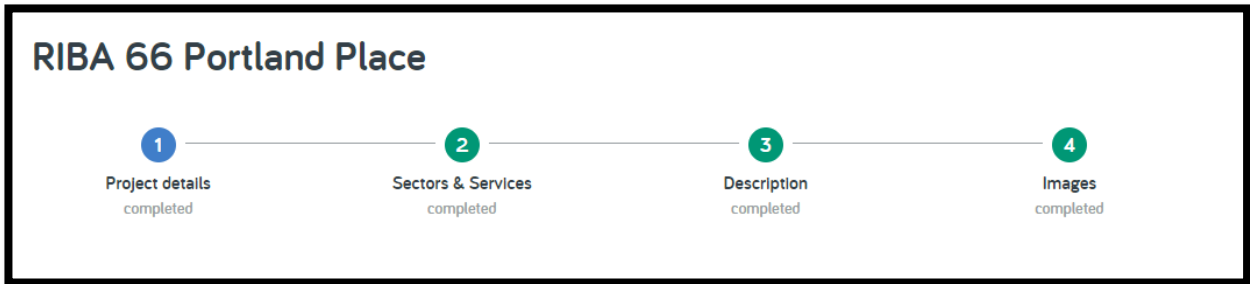
Here you'll see two sections **Find an Architect Projects** and **Other Projects**. Your Find an Architect Projects are the 10 published projects that make up your online profile. Your Other Projects are unpublished, which means they don't appear online but are still used to match you to potential clients.

Updating your profile will greatly improve your chances of being matched to potential clients. It will also advance your standing within the results as the practice with the most matching projects to the client's brief will be moved to the top. Those practices who have updated their profile most recently will also be elevated.



STEP 7: Add and edit projects

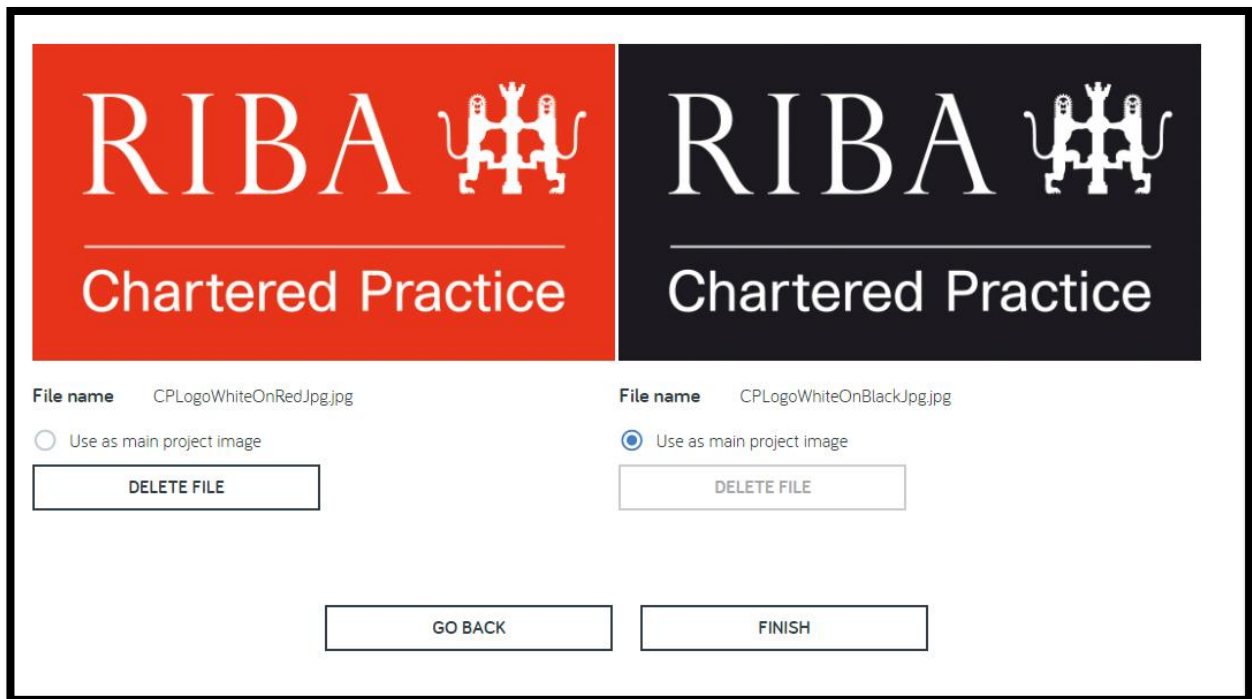
Selecting **edit** or **add new project** will take you into a four-step process. All sections must be marked as **completed** in order to publish the project to your Find an Architect profile.



Your selections for **Project Sectors, Planning Restrictions and Local Planning Authority** will be used to match you to potential clients.

Your **Project Title, Contract Sum, Planning Restrictions, Local Planning Authority, Project Description** and **Images** will be displayed on your Find an Architect profile.

Images will display best at dimensions of **1920 x 1080 pixels**. You can upload 5 images per project, with the option to select any as the **main project image**. This main image will be used as the hero image on the project page, the project thumbnail and to represent your practice when you are initially matched to a client, as the most relevant project to the client's brief is selected to display.



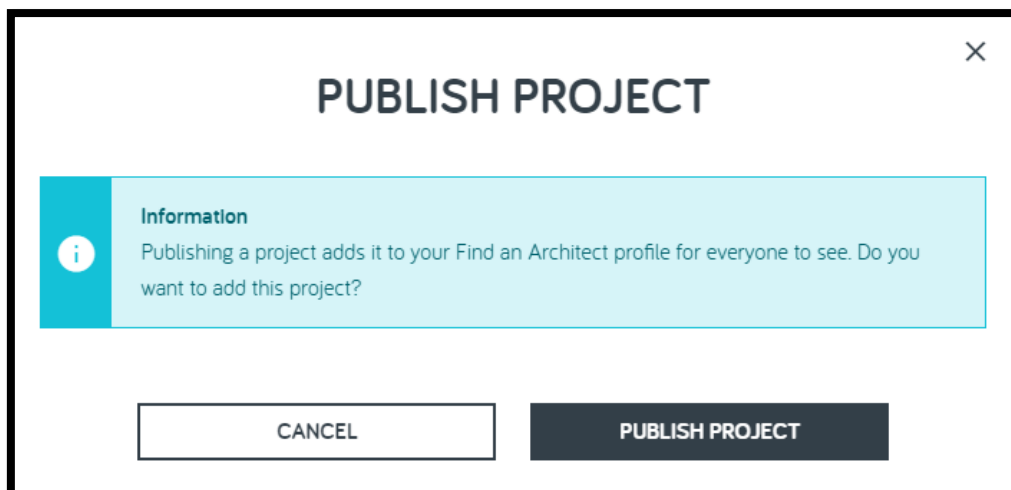
The remaining images will appear on the project page in the order you uploaded them.

Confirm all your selections by clicking **Finish**.

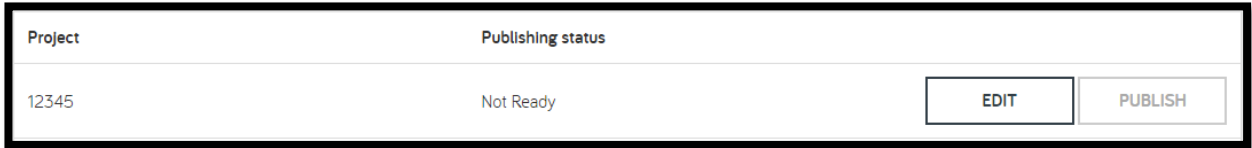
STEP 8: Publish and unpublish projects

You can add and remove projects from your Find an Architect Projects by selecting **publish** and **unpublish**. You can publish a maximum of 10 projects, so in some instances you will have to unpublish a project in order to publish a new one.

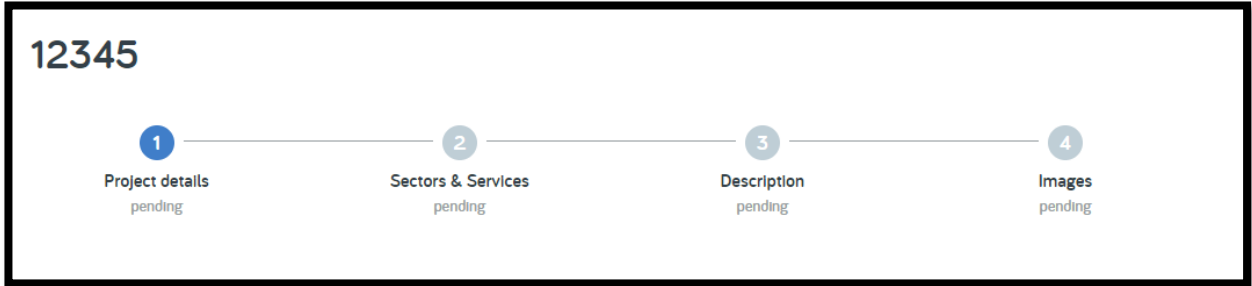
All new projects will be added to your Other Projects first, before you publish them to your Find an Architect profile.



If the publish button is greyed out, you will see that it's publishing status is marked as **Not Ready**.



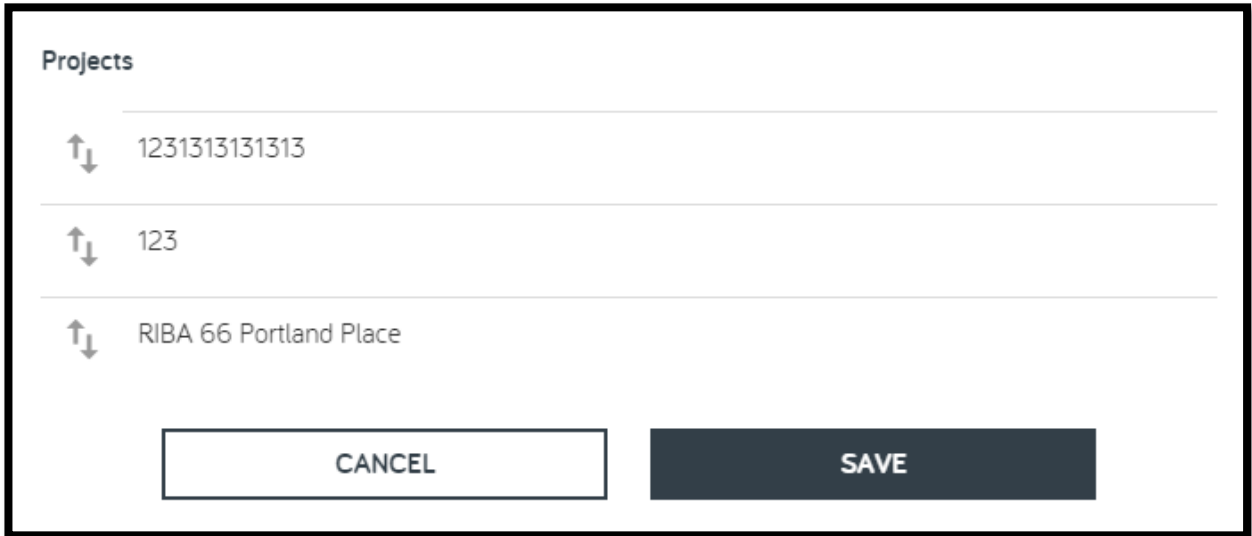
By clicking **edit**, you'll see which section requires more information as it will be marked as **pending**.



By adding the required information, all sections will show as **completed** and you can publish the project.

STEP 9: Reorder projects

Choose the order you'd like your projects to appear on your Find an Architect profile by **dragging** them into the right positions and clicking **save**.



Please note: When a client is matched with you, the top three matching projects to their brief will appear first on your profile. Your other projects will appear in the order you have set.

STEP 10: Review your profile in real time

View your updated profile by clicking the link in the Find an Architect projects section.

