



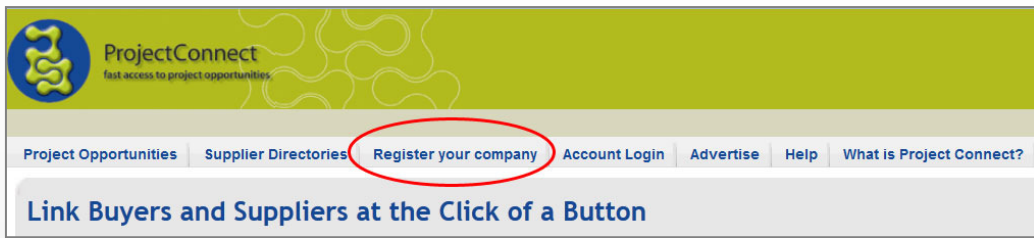
ProjectConnect

Fast access to project opportunities.

Any company can create a profile on **ProjectConnect** free of charge. This guide explains how to register your business. If you require further assistance, please call the ProjectConnect helpdesk on (08) 9365 7604 or projectconnect@cciwa.com

Step 1 - How to create a Company Profile

- On the **ProjectConnect** homepage of the director, click on “**Register**”, “**Register My Company**” or “**Register My Business**”.



- Enter your company name in the field under “**Search Company Profiles**” and click “**Go**” (this is to ensure your company is not listed twice)

Company Name :	<input type="text" value="Example Company"/>	<input type="button" value="GO"/>
Company Location :	<input type="text" value="Anywhere..."/>	

- If you have created a company account in ProjectConnect or any associated directory or other service before, your company name will appear in the list. Simply click the **Login To Account** to access it. Follow the instructions provided on the login form if you do not have the password.
- If your company is not listed, click on “**If your company is not listed, click here to continue.**”
- Complete your company details on the forms. Click on the **Next Section** button to progress through the process. Any fields not correctly filled in will be highlighted in red as you progress.
- Make a note of your Username and Password under **Login Details** for future use.

Your Company Profile Is Now Active. Now you can register your interest in any available work package on the system.

Please note that once your company profile is set up, you have an account on ProjectConnect that can be used to register on any directory or to do expressions of interest on work packages posted on ProjectConnect and any of its associated services.