How-to for online submission

The submitter/contact person will be informed in due time with all important information about the award as well as about dates, deadlines and events.

In the following you will find a how-to for online submission in the personal log-in area »My Design Council«.

1 Award
Please select the award. The project type remains with »Project«.

2 Project
If you have already created the project for another award of the German Design Council, you can select and edit it in the drop-down menu under »Project«. Otherwise, create a new project with the basic information, please select »Create New Project«.

3 Main Category
Please choose the appropriate contest class:
- #W1 Excellence in Business to Consumer
- #W2 Excellence in Business to Business

4 Project-Detail
At this point you fill in the basic information about the project:
- Project name
- Project specification (German and English)
- Description texts (max. 800 characters incl. blanks, German and English)
- Website
- Rollout Date
- Rollout Area

In your description, you should give a brief, incisive summary of the special features of your project. Please do not list any headwords, but continuous texts.

5 Manufacturer/ Builder/ Client/ Customer
Details of the manufacturer, builder, client or customer describe the companies that commissioned the project/product. For adding an additional company name, please select »Create New Company« in the drop-down to add a new company or person with the basic information.

Important: Please make sure everything is written correctly, because the information you give here may be used in our publications.
Designer/ Architect/ Developer/ Agency
This is where you enter the details of the companies or individuals who have been
principally involved in the development of the project. For adding additional company
names (max. two extra), please select »Create New Company« in the drop-down to add
a new company or person with the basic information.
Important: Please make sure everything is written correctly, because the information
you give here may be used in our publications.

Category
Following is the selection of the appropriate category in the respective contest class.
Registration is possible in up to three categories and the additional category
»Design Thinking«.

Billing Address
Please provide us with the correct address for sending of the invoice as well as the VAT
Number. Please find the costs and fees in the Fact Sheet of the awards.

Nominee Package
By booking the Nominee Package, you will receive the »Nominee« label as well as
text modules to use for your communication measures. Furthermore, you will receive
two »Nominee« documents for the nominated project as well as the opportunity to
order further Marketing Services. In addition, Nominees will be named and tagged in
a social media post.

Upload Images
This is where you upload high quality images of your project (max. 5 images). If your pro-
ject has already been nominated, the images help the jury to visually classify the submis-
sions. If you are submitting your project to be considered for nomination, the images are
crucial for the committee making this decision. Please be aware that the images you submit
may also be used in publications.

Format: JPG, 300 dpi, 2480 x 1748 px , DIN A5, CMYK
File size: max. 10MB

Overview
Please check all the data you have entered. In the overview, the registration fee is lis-
ted, then please select the payment option (Online Payment or Invoice).

After providing all necessary information, please read the General Terms and
Conditions of the German Innovation Awards, accept them and click on the button
»Submit« to bindingly release the submission for the awards.

Important: If you choose »Online Payment«, you must select the »Pay« button before
submitting to make the credit card payment.