

AEC Excellence Awards 2017

FREQUENTLY ASKED QUESTIONS



What are the categories for this year's competition?

There are four categories in this year's competition: Infrastructure, Building, Construction, and Sustainability. Participants may enter up to five (5) projects per category.

How many entries may I submit?

You may submit up to five (5) projects per category.

What is the judging criteria for the categories?

Please refer to the "Rules and Criteria" section of the competition site for specific details on the judging criteria for each category.

Who are the judges for this year's competition?

Each category will have a unique panel of judges. Please refer to the "Judges" section of the competition site to see the panel of judges for each category.

What are the prizes?

There will be first, second, and third place winners for each of the four (4) categories. Please refer to the "Prizes" section of the competition site to see the list of prizes for each category.

When does the competition open?

You may begin submitting your project entry on May 8, 2017.

What is the deadline for submitting an entry into the competition site?

Entries must be submitted by June 23, 2017.

When will final nominees be announced?

Final nominees will be announced September 1, 2017.

What is the process for registering for the 2017 AEC Excellence Awards competition?

Participants must register using the online competition system before they may complete the entry form. Participants may complete the entry form as an individual or as part of a team (maximum of 5 participants per team).

Where do I register?

You may register on the website here: <http://autode.sk/AECExcellenceRegister>

Where do I login?

Once you complete the registration form, you may log into the website here: <http://autode.sk/AECExcellenceLogin>

Registering and submitting an entry as an individual

If you are submitting the entry as an individual, you will:

- Click on the "Register" link at <http://autode.sk/AECExcellenceRegister>
- Complete the information on the registration page and click "Submit."

- You will receive an email from the system which contains a link to click and validate your email address. This link expires in 7 days for security reasons.
- Once you click the link, you will be directed to the Log In page and can then log into the system and begin your application. If you have questions about this registration process, please contact the AEC Excellence concierge at aec.excellence@autodesk.com

Registering and submitting an entry as a team

If you are submitting the entry as a team, the first person should register as the “Team Leader” and follow the “individual” instructions indicated above. Once the Team Leader has registered, that person can invite other people to their team (maximum 5 participants per team):

- Go to the Team’s page in the Contestant application.
- Click “Add Team Member.”
- Personalize a message, if desired, and send your invitation to add/invite a member to your team.

Each Team Member who is invited will receive an email with a link to a registration page. Once they complete the information required on the registration form and click submit, they can log in as an official team member and complete the application.

* Note that the role of "Team Leader" can be transferred by the current Team Leader to another active Team Member, if needed.

How do I enter a project submission once I’m registered?

Once you have registered and logged into the system, you will see a dashboard message at the top of the screen where the AEC Excellence Awards team can leave you details, instructions, or reminders about the competition. You have two different ways to enter your project submission: “Do It Yourself” or “Autodesk Concierge.”

To enter a project submission yourself:

- Select a category from the pull-down menu listing the four different category submissions.
- Once you select a category, the appropriate entry form for that category will be displayed.
- Complete the required information. The system will automatically save your submission every minute while active. You will be timed out of the system after 60 minutes of inactivity.
- You may also click "Save and Preview" at the bottom of the page at any time to manually save your entry. If there are required fields that are left blank, you will receive a message at the top of the page indicating the entry cannot be submitted until the required fields are completed.
- When you are ready to submit, click "Save and Preview." You will be able to preview your application one last time before the entry is submitted. You may then either click "Submit" to officially submit your application, or click "Back" to return to editing your submission.
- After submitting your entry, you will see a confirmation timestamp on screen and a link where you can download your entry as a PDF. You will also receive an email confirming your entry is submitted.

To enter a project submission through the Autodesk Concierge:

- Contact the AEC Excellence Concierge Service at aec.excellence@autodesk.com to get assistance with completing the entry form and required materials.

What information am I required to submit?

For each project submission, you must complete the entry form questions for the category you are entering and upload at least two (2), but no more than five (5), supporting images. Videos are highly encouraged to support your entry but are not required.

Are there specific requirements for submitting imagery or videos?

At least two (2) but no more than five (5) images or photographs must be submitted with each project entry and should follow these guidelines:

- Provide high resolution, single dynamic images; no collages (a collage is an image that is created from more than 1 image).
- Use imagery that is relevant to the story's context. The image can be a rendering, a before or after scene of the final product or project.
- Avoid text or logos on images.
- Submitters must have the correct legal rights to use images and videos in this context.

Videos are not required but are highly encouraged to support your project entry. No more than five (5) videos may be submitted with each project entry.

- Videos should be no larger than 80MB. Videos of no more than 5 minutes are recommended. High resolution (looks sharp on screen), 1920x1080, .mp4 videos are preferred.

How do I submit more than one project?

If you would like to submit more than one project, you must re-register with new contact information for each project you would like to enter into the competition. The primary contact information for each project must be unique. Once you have registered with new information, follow the steps above to submit your next project.

Can other people help with the submission?

Yes, new this year is the ability to submit a project entry as a team. Please see further instructions above "[**Registering and submitting an entry as a team**](#)".

Whom may I contact with questions or to get help with submitting my project entry?

Please contact the AEC Excellence concierge at aec.excellence@autodesk.com.