

How to Use the Awarding Body Project Dashboard

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Log in to your account using your email and password. Then, click on any of the highlighted fields to land on the pages with additional information. For example, you can click "New Project Registration" to register a new project.

The screenshot shows the DIR Services Portal dashboard. At the top, the DIR logo (EST. 1927) and the text "State of California Department of Industrial Relations" are on the left. Navigation links for "Support", "Contractors", "Projects", "Services", and "Your information" (highlighted with an orange box) are in the center. The user's name "Bob McBobster" is on the right. Below the header is a banner with the text "DIR Services Portal" and "Improving working conditions in California since 1927". A search bar with the placeholder "What can we help you find today?" is on the right. The main content area is titled "Associated Accounts" and displays "Welcome, Bob McBobster" and "AwardingBody123". A button for "New Project Registration" (highlighted with an orange box) is visible. Below this is a "My Projects" section with a search bar "Search My Projects" (highlighted with an orange box). A table lists projects with columns: Name, Project Number, State, Stage, and Awarding Body. The first row shows "TestProject123" (highlighted with an orange box), "123456", "Approved", and "AwardingBody123" (highlighted with an orange box).

DIR EST. 1927 State of California Department of Industrial Relations

Support Contractors Projects Services Your information Bob McBobster

DIR Services Portal

Improving working conditions in California since 1927

What can we help you find today?

Associated Accounts

Welcome, Bob McBobster

AwardingBody123

New Project Registration

My Projects

Search My Projects

Name	Project Number	State	Stage	Awarding Body
TestProject123	123456	Approved		AwardingBody123

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To go back from any of the pages you clicked on, you can click on the DIR icon on the top left to return to your contractor landing page.

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DIR State of California Department of Industrial Relations EST. 1927

Support Contractors Projects

DIR Services - Home

Form Sections

- 1 Project Information
- 2 Compliance & Agreements

Project Registration

Register a Project

- * Indicates required
- * Awarding Body

i AwardingBody123

- * Prime Contractor

3

Click on any of the Project Names under "My Projects" to see additional information about the project.

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AwardingBody123

+ New Project Registration

≡ My Projects

🔍 All

Name	Project Number	State	Stage
TestProject123	123456	Approved	

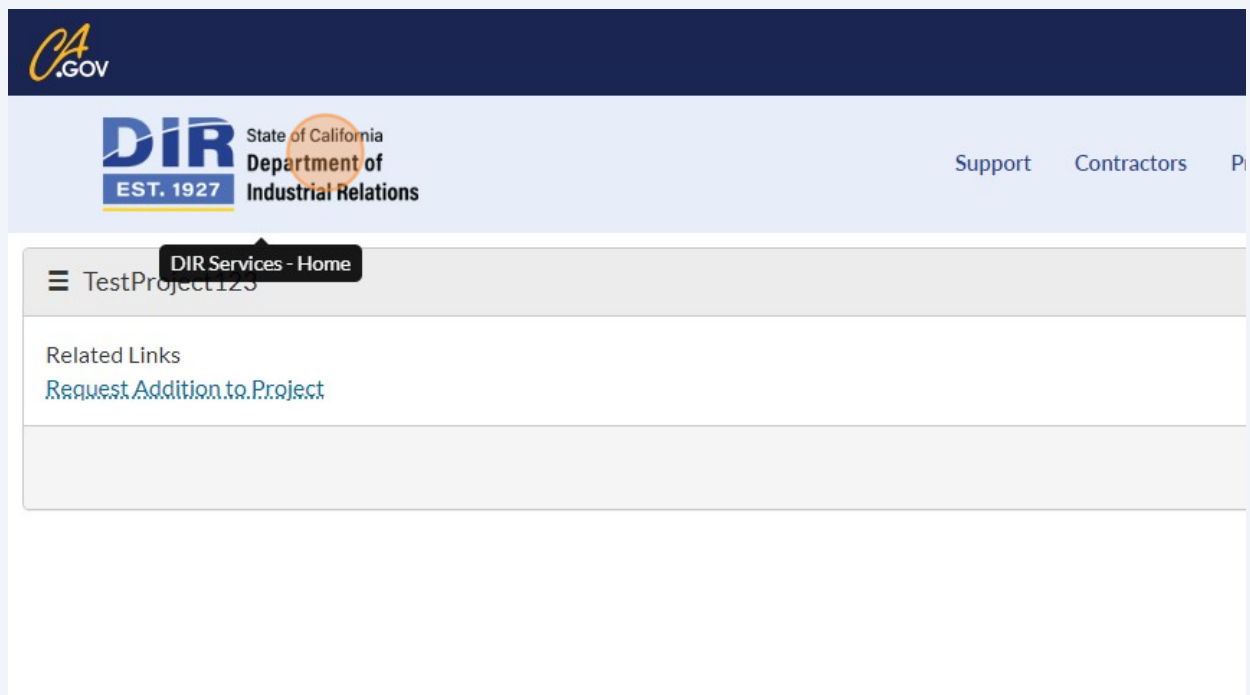
◀ ▶ Rows 1 - 1 of 1

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[Accessibility](#)
[dir.ca.gov](#)

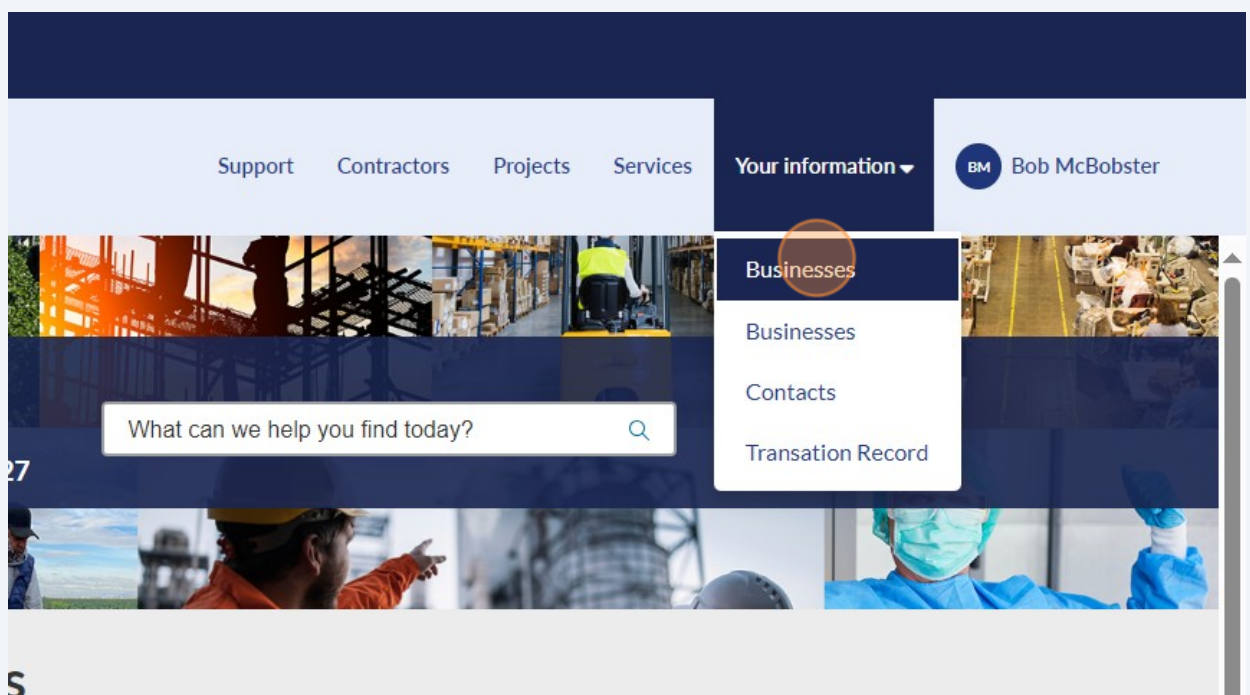
4

To go back from any of the pages you clicked on, you can click on the DIR icon on the top left to return to your contractor landing page.



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Click "Your Information" in the top right corner to see business, contacts, and transaction record. In this case, you can click "Businesses"



- 6 You can click the name of the awarding body to view its information and users.

The screenshot shows a web application interface. At the top, there is a yellow breadcrumb bar with 'Home' and 'Businesses'. Below this is a dark blue header with a hamburger menu icon and the text 'Businesses'. Under the header, there is a filter icon and the text 'All'. A table with three columns: 'Name', 'Primary Contact', and 'Phone' is displayed. The first row contains 'AwardingBody123', 'Bob McBobster', and an empty cell. The 'AwardingBody123' text is highlighted with an orange circle. At the bottom of the table, there are navigation arrows and the text 'Rows 1 - 1 of 1'.

Name	Primary Contact	Phone
AwardingBody123	Bob McBobster	

- 7 You can see all of the Business Information associated with the awarding body.

The screenshot shows the details page for 'AwardingBody123'. At the top, there is a yellow breadcrumb bar with 'Home', 'Businesses', and 'AwardingBody123'. Below this is a large heading 'AwardingBody123'. Under the heading, there is a dark blue header with the text 'Details'. Below this is a section titled 'Business information' which is highlighted with an orange circle. This section contains a table with three columns: 'Name', 'Assumed name', and 'Legal entity name'. The first row contains 'AwardingBody123', an empty cell, and an empty cell. Below this is another section titled 'Correspondence information' which contains a table with three columns: 'Primary contact', 'Street address', and 'City'. The first row contains 'Bob McBobster', an empty cell, and an empty cell.

Name	Assumed name	Legal entity name
AwardingBody123		

Primary contact	Street address	City
Bob McBobster		

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To go back from any of the pages you clicked on, you can click on the DIR icon on the top left to return to your contractor landing page.

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DIR State of California Department of Industrial Relations EST. 1927

Support Contractors P

DIR Services - Home > AwardingBody123

AwardingBody123

Details

Business information

Name	Assumed name	Legal entity name
AwardingBody123		
Business structure	Industry	Identification number

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You can search for projects by name using the "Search My Projects" search bar.

Improving working conditions in California since 1927

Associated Accounts

Welcome, Bob McBobster

AwardingBody123

New Project Registration

My Projects

Search My Projects

Name	Project Number	State	Stage	Awarding Body
.TestProject123	123456	Approved		AwardingBody123

Rows 1 - 1 of 1

- 10 Click on the menu next to "My Projects" to see the export options

The screenshot shows the DIR Services Portal interface. At the top, there's a header with the DIR logo (EST. 1927) and the text 'State of California Department of Industrial Relations'. Navigation links include 'Support', 'Contractors', 'Projects', 'Services', and 'Your information'. A user profile for 'BM Bob McBobster' is visible. Below the header is a search bar with the text 'What can we help you find today?'. The main content area features a banner with the text 'Improving working conditions in California since 1927'. Below the banner, there's a section titled 'Associated Accounts' with a welcome message 'Welcome, Bob McBobster' and 'AwardingBody123'. A 'New Project Registration' button is present. The 'My Projects' section is highlighted with an orange box, showing a dropdown menu with options: 'Export as PDF', 'Export as Excel', and 'Export as CSV'. Below the menu is a table with columns: 'Project Number', 'State', 'Stage', and 'Awarding Body'. The table contains two rows: 'TestProject123' and 'Jane's Project', both with 'Approved' status and 'AwardingBody123' as the awarding body.

DIR Services Portal

State of California
Department of
Industrial Relations

Support Contractors Projects Services Your information BM Bob McBobster

What can we help you find today?

Improving working conditions in California since 1927

Associated Accounts

Welcome, Bob McBobster
AwardingBody123

New Project Registration

My Projects

Export as PDF
Export as Excel
Export as CSV

Search My Projects

Project Number	State	Stage	Awarding Body
TestProject123	123456	Approved	AwardingBody123
Jane's Project		Approved	AwardingBody123

- 11 Click on the funnel to access the filter options.

The screenshot shows the DIR Services Portal interface, similar to the previous one. The 'My Projects' section is highlighted with an orange box, showing a dropdown menu with options: 'All', 'Show Filter', and 'Click to move subsequent rows'. Below the menu is a table with columns: 'Name', 'Project Number', 'State', 'Stage', and 'Awarding Body'. The table contains two rows: 'TestProject123' and 'Jane's Project', both with 'Approved' status and 'AwardingBody123' as the awarding body. At the bottom of the table, there's a pagination control showing 'Rows 1 - 2 of 2'.

DIR Services Portal

State of California
Department of
Industrial Relations

Support Contractors Projects Services Your information BM Bob McBobster

What can we help you find today?

Improving working conditions in California since 1927

Associated Accounts

Welcome, Bob McBobster
AwardingBody123

New Project Registration

My Projects

Show Filter

Click to move subsequent rows

Name	Project Number	State	Stage	Awarding Body
TestProject123	123456	Approved		AwardingBody123
Jane's Project		Approved		AwardingBody123

Rows 1 - 2 of 2

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Choose the content that you want to filter for. In this case, the user filters for the name of the project

DIR State of California
EST. 1927 Department of Industrial Relations

Support Contractors Projects Services Your information **BM** Bob McBobster

Welcome, Bob McBobster

AwardingBody123

[New Project Registration](#)

My Projects

All

[Load Filter](#) [Save Filter](#) [Add Sort](#) [Clear All](#) [Run](#)

All of these conditions must be met

-- choose field -- [OR](#) [AND](#)

Keywords

Name

Language Included

Number

Opened By

Operate LCP

Project ID

Project Number	State	Stage	Awarding Body
3456	Approved		AwardingBody123
	Approved		AwardingBody123