



GUIDE TO COMPLETING THE AJ100 SURVEY

# AJ100 SURVEY GUIDE 2026

The AJ100 survey is hosted on Evessio, our event management platform.

- 1) Click **here** to access the survey.
- 2) If you already have an Evessio account, log in with your email address and password. If this is your first time using Evessio, you will need to create an account.

## Login

Email

Password

☐ Remember email

[Forgot password](#)

**Login**

## Create Account

User Firstname

User Lastname

User Email

Password min: 8 chars 1 number 1 uppercase


☐ I agree with [Terms and Conditions & Privacy Policy](#)



**Submit**

- 3) Once you are logged in, you will need to add the survey to your basket. Click on the drop-down arrow and select '**AJ100 SURVEY 2026**' and then click on '**+ ADD SELECTED**'.

**Step 1**  
Basket

**Step 2**  
Summary


 Add the AJ100 Survey 2026 from the dropdown below

Please select an item...  x1 

Please select an item...

Awards Nomination

AJ100 Survey

AJ100 Survey 2026 

0 items

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4) The survey is now in your '**Basket**'. At the top you will see the number of '**Required**' and '**Optional**' questions. You will also see a blue button '**Save for later**' which will allow you to save your survey and return to it later.

When you are ready, start completing the questions and keep scrolling down where you will find more.

*\*Each required question can be readily identified as it will display text below, indicating: (**This question is compulsory**).*

Awards Nomination

All

1

Item 1/1

AJ100 Survey 2026

ITEM CLOSE DATE  
1 May 2026

0/160

Required

0/257

Optional

Save for later

Delete

**IMPORTANT INFORMATION BEFORE YOU START YOUR SURVEY:**

- Please read the full guide on how to submit your survey here. This includes vital information on how to save your entry as you go along.
- Before you commence, we recommend ensuring a robust internet connection for optimal performance. It is advisable to complete the survey on a PC or Mac rather than a mobile device.
- When your survey is in the '**basket**' area, your question responses are automatically saved as you go along. Please allow the system a few seconds to process as you move on to the next question.
- If you '**save for later**' and return to your survey, please ensure you move your submission from the '**Saved items**' to the '**basket**' before continuing. Otherwise your answers **will not be saved**. Full details on how to do this are in the entry guide.
- Once the survey has been completed and submitted, you will not be able to edit your submission.
- \* denotes compulsory question
- If you have any queries relating to the survey, please visit the 'Frequently Asked Questions' section on the website.

Established in 1995, the AJ100 survey is the definitive annual record of the UK's largest architecture practices measured by the number of architects employed in the UK. The accompanying AJ100 awards programme celebrates the achievements of these firms, including those leading the way on climate action and driving positive change in the profession.

The survey is divided into two parts:

Part A – Practice data

Part B – Awards

For details of how to save your answers as you go along, please see the 'Frequently Asked Questions'.

For easy reference to the survey questions, please find a PDF and Word version in the 'Resources' tab on the AJ100 website.

**IMPORTANT** - while it is possible to save your answers as you go along, once the survey has been completed and submitted, you will not be able to edit your submission.

**Get in touch**

If you have a query on the wording of a question, please contact Pamela Buxton on [pamela.buxton@emap.com](mailto:pamela.buxton@emap.com)

If you have a technical query on the survey, please contact Lisa Duranti on [lisa.duranti@emap.com](mailto:lisa.duranti@emap.com)

**PART A - Practice data (used to inform the AJ100 ranking and analysis)**

Section 1: Practice information

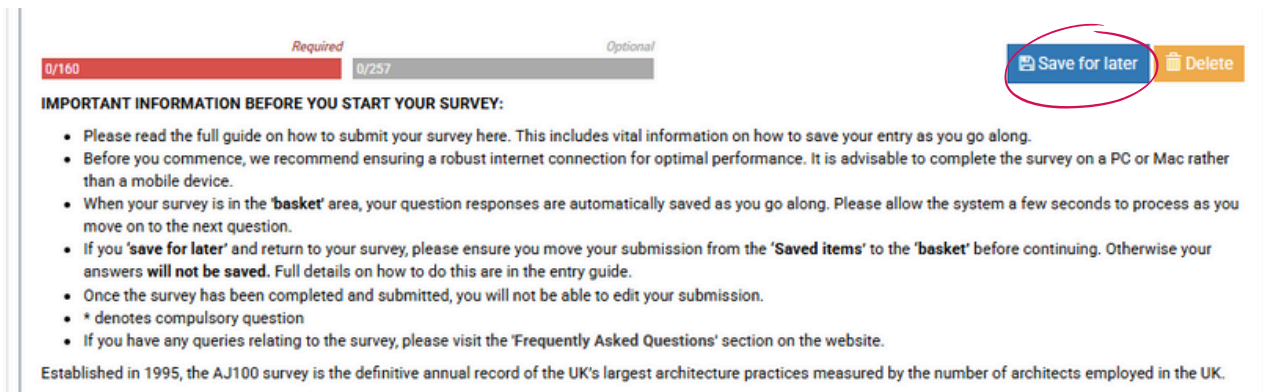
**1. Practice name \***

(This question is compulsory)

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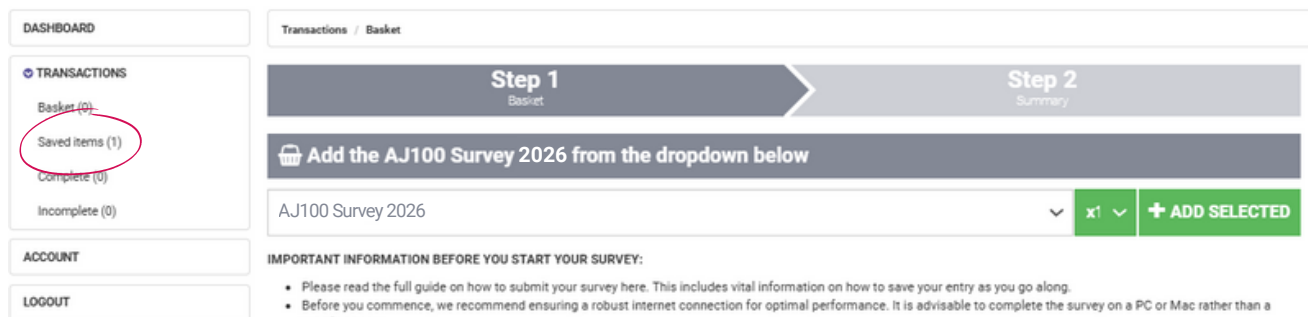
## SAVE FOR LATER EXPLAINED

5) Although your survey responses will automatically be saved when in the '**basket**' you also have the option to '**Save for later**'.



The screenshot shows the top of the survey interface. At the top, there are two progress bars: a red one for 'Required' (0/160) and a grey one for 'Optional' (0/257). To the right, there are two buttons: 'Save for later' (blue) and 'Delete' (orange). The 'Save for later' button is circled in red. Below the progress bars, there is a section titled 'IMPORTANT INFORMATION BEFORE YOU START YOUR SURVEY:' followed by a list of instructions. At the bottom, there is a line of text: 'Established in 1995, the AJ100 survey is the definitive annual record of the UK's largest architecture practices measured by the number of architects employed in the UK.'

6) When you are ready to resume your submission, click on your '**Saved items**' located under '**TRANSACTIONS**' on the left hand side, then click on '**Move to basket**' to resume the survey.



The screenshot shows the survey interface with a sidebar on the left. The sidebar has a 'TRANSACTIONS' section with four items: 'Basket (0)', 'Saved items (1)', 'Complete (0)', and 'Incomplete (0)'. The 'Saved items (1)' item is circled in red. The main area shows 'Step 1 Basket' and 'Step 2 Summary'. Below this, there is a section titled 'Add the AJ100 Survey 2026 from the dropdown below' with a dropdown menu showing 'AJ100 Survey 2026' and a green '+ ADD SELECTED' button. Below this, there is a section titled 'IMPORTANT INFORMATION BEFORE YOU START YOUR SURVEY:' followed by a list of instructions.

It is important to note that if you do not move your survey to the '**basket**', your responses will not be saved automatically when completed in '**saved items**'. You can still complete the survey, but you will need to scroll to the bottom and click '**save**' manually.

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7) When you are ready to submit your survey, read and accept the '**Terms and Conditions**' then click '**CONTINUE**'.

The screenshot shows the 'Basket Summary' page. At the top, there's a header with a shopping basket icon and the text 'Basket Summary' on the left, and '1 item' on the right. Below this, there's a section for 'Awards Nomination' with the text 'AJ100 Survey 2026'. To the right, under 'Required fields', there's a green progress bar labeled 'Required' and '160/160'. Below the progress bar, there's a checkbox with the text 'I have read and accept the Terms and Conditions' and a link icon. The checkbox is checked. Below the checkbox, there's a large green button labeled 'CONTINUE »'. At the bottom, there's a progress bar with two steps: 'Step 1 Basket' and 'Step 2 Summary'. The 'Step 2 Summary' step is highlighted.

8) Review the brief summary and when you are ready, click on the green button '**COMPLETE**' to submit your survey.

## Summary


The screenshot shows the 'Summary' page. On the left, there's a 'Product' section with the text 'Awards Nomination' and 'AJ100 Survey 2026'. Below this, there's a table with the following data:

Product
Awards Nomination
AJ100 Survey 2026
Nomination name: x
Nomination code: G69EZS5FPBAEA4G

On the right, there's a 'Personal Details' section with redacted information. Below the 'Product' section, there's a green button labeled 'COMPLETE »'. At the bottom, there's a progress bar with two steps: 'Step 1 Basket' and 'Step 2 Summary'. The 'Step 2 Summary' step is highlighted.

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9) Your survey is now submitted. You will shortly receive an email from **noreply@evessio.com** including PDF attachments of your survey responses. Please be sure to check your junk/spam mail folder.



PART OF THE METROPOLIS GROUP

**ORDER RECORD**  
**NUMBER: TEST\_AJ102500004**  
Date: 1/9/25

Your Details:	Our Details:
	Registered Office Address 10th Floor, Southern House Wellesley Grove, Croydon CR0 1XG UK Tel:

Order Details: AJ100 Survey

Product	
Awards Nomination	Items 1
<b>AJ100 Survey</b> Nomination name: x Nomination code: G69EZS5FPBAEA4G	

None

PLEASE PLACE ORDER NUMBER ON ALL PAYMENTS AND ENQUIRIES

## AJ100 Survey

<b>Nomination</b>	x
<b>Nomination code</b>	G69EZS5FPBAEA4G
<b>Category</b>	AJ100 Survey
<b>Nominator</b>	x
<b>Nomination date</b>	
<b>PART A - Practice data (used to inform the AJ100 ranking and analysis)</b>	
<i>Section 1: Practice information</i>	
<b>2. URL of practice</b>	x
<i>(This question is compulsory)</i>	
<b>3. Who is the person to contact if there are any queries on your survey?</b>	
<b>3.1. Full name</b>	x

AJ100 Champions

AJ100 Client of the Year

AJ100 Communication Initiative of the Year

AJ100 Community Impact of the Year

AJ100 Contribution to the Profession

AJ100 Employer of the Year

AJ100 Mentor of the Year

AJ100 New Talent

AJ100 Climate Initiative of the Year

AJ100 Sustainability Leader of the Year

[VIEW CATEGORIES](#)



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If you have a technical query on the survey, please contact Lisa Duranti at [lisa.duranti@emap.com](mailto:lisa.duranti@emap.com).

[VIEW FAQs](#)

