

# Welcome to CDP Business Matching

## Guidelines

### 1. Registration

You can begin the registration flow [on this page](#) by clicking on **I am a foreign company**.

In step 1 you can start by entering the e-mail address that you will use as your company account.

To verify your e-mail address, we will immediately send you a **verification code** to your inbox.

Once the code has been correctly entered you can type in your **password**, twice, and move on to the next step.

In **step 2 and 3**, you can insert last name, first name and telephone number, company name, company tax identification number or business registration number, company address and your job role.

Finally, in **step 4**, you will be asked to accept the disclosure policy which you can read by clicking on “Disclaimer”. By registering, you declare that you have read the attached information related to European Regulation 2016/679 – GDPR, regulating the principles of privacy policy. Furthermore, you can decide whether to give consent or not with reference to the processing of personal data for marketing purposes and for communication of personal data to third parties.

Once you have flagged them, you can press **Create**.

You will receive a confirmation e-mail then you will be able to access your personal dashboard to **complete your profile**.

The screenshot shows the first step of the registration process. At the top left is the CDP logo with an Italian flag icon. To the right, there is a language selector set to 'EN' and a link 'Sei un'azienda italiana?'. Below this is the instruction: 'Insert the email address and password you will use to access the Private Area'. The form contains three input fields: 'Email Address \*', 'Password \*', and 'Confirm Password \*'. A green button labeled 'Send verification code' is positioned below the email field. A grey 'Next' button is at the bottom right. At the very bottom, there is a small text block: 'For any information or problem you can contact us here: [businessmatching@cdp.it](mailto:businessmatching@cdp.it)'.

The screenshot shows the second step of the registration process. It features the CDP logo, language selector, and the link 'Sei un'azienda italiana?'. The instruction is 'Insert your personal data'. There are three input fields: 'Last name \*', 'First name \*', and 'Prefix and telephone number'. Below these are two green buttons: 'Previous' and 'Next'. At the bottom, there is a text block: 'For any information or problem you can contact us here: [businessmatching@cdp.it](mailto:businessmatching@cdp.it)'.

The screenshot shows the third step of the registration process. It features the CDP logo, language selector, and the link 'Sei un'azienda italiana?'. The instruction is 'Insert your company details'. There are four input fields: 'Company name \*', 'Tax Identification Number / Business Registration Number', 'Address', and a dropdown menu for 'Role or company function \*'. Below these are two green buttons: 'Previous' and 'Next'. At the bottom, there is a text block: 'For any information or problem you can contact us here: [businessmatching@cdp.it](mailto:businessmatching@cdp.it)'.

The screenshot shows the fourth step of the registration process. It features the CDP logo, language selector, and the link 'Sei un'azienda italiana?'. The section is titled 'Regulation \*' and contains a text block: 'In registering, I declare that I have read and accepted this Disclaimer, which is required to complete the registration and use CDP services.' Below this is a radio button for 'Accept'. A second text block follows: 'In registering, I declare that I have read and understood the disclosure provided pursuant to Articles 13 and 14 of European Regulation 2016/679 - GDPR. With reference to the processing of personal data for marketing purposes, this is done only with the express consent of the person concerned, as indicated below.' Below this is a section titled 'Data processing \*' with a text block: 'By registering and requesting to participate in business matching initiatives, the company expressly accepts that the data and information provided during registration and profiling are used to match with foreign companies. For this purpose, this data may also be transmitted to the international partners of the initiative involved in business matching events (B2B) for matchmaking with foreign companies in the reference country. The company authorises this method of processing its data, including sharing it with foreign partners involved in the initiative and in the creation of B2B, relieving CDP from any consequences that may arise from this:'. Below this are two radio buttons: 'Gives consent' and 'Denies consent'. At the bottom are two green buttons: 'Previous' and 'Create'. At the very bottom, there is a text block: 'For any information or problem you can contact us here: [businessmatching@cdp.it](mailto:businessmatching@cdp.it)'.

## 2. Profile

Once you are registered you will land on your Dashboard.

Click on **Complete your profile** to get ready to match with other companies.

The profile features allow you to describe **Who you are** as a company and **What you are looking for** in a business partner.

Begin the **Who you are** step by inserting information about the company, sector, competitiveness, company size and business intention. **If you have a Premium or Partnership code, it will be in this step that you will be asked to insert it (see the box on the right).**

Press Next when you are done and move on to the step **What you are looking for**.

You can start by creating a **Request name**, this will be the first request you are creating but, once the B2B matches begin, you will be able to create more, so it is important you give it an original name to recognize it from the others.

Fill in all the fields about your ideal foreign counterpart, specifying preferences, geographic area, sector competitiveness, company size and companies in blacklist. Items concerning **preferences** and **blacklist** fields are not mandatory.

Once you are done click on **Save and close**. At any time during this flow, you can press the save button if you need to interrupt and **start later again without losing the progress made**.

Finally, you can complete your profile by going into the **Brand** page and inserting your company description.

Make sure to insert the best content because **this is what your matches will view** when choosing whether to accept or decline a match with you.

Close X

### Complete your profile

By completing your profile you will be able to start matching.

1 Who you are > 2 What you are looking for >

#### Who you are

This first step allows us to get to know your company. It will be useful in matching you with requests coming from other companies

**Information about the company**  
Insert information of the company you are looking and the countries it operates in

Company name Test Company	Business Identification / Registration number 1010101010
Nationality Select	International branch of an Italian company No

#### Who you are

This first step allows us to get to know your company. It will be useful in matching you with requests coming from other companies

**Information about the company**  
Insert information of the company you are looking and the countries it operates in

**Sector**  
Select one or more sectors your company belongs to.

**Competitiveness**  
Select the main factors of competitiveness of your company.

**Company Size**  
Insert the main factors of competitiveness of the company you are looking for.

**Business intention**  
Insert a business objective you are looking to pursue

**Information about the company**  
Insert information of the company you are looking and the countries it operates in

Company name Archivio SRL	Business Identification / Registration number 14817111009
Nationality Italy	International branch of an Italian company No
Select a geographical area Europe EU	Select one or more countries Italy
Company role CEO	Do you have a premium or partnership code? Enter

Save Next

### What you are looking for

Describe your target company and you will be matched with all the companies that fit the profile.

**Request name**  
Name your request, this way it will be easier to recognize it from others.

**Preferences optional**  
Is there a company you already know you would like to meet? You can indicate up to 10 companies and we will match you with them.

**Geographic area**  
Insert information of the company you are looking and the countries it operates in

**Sector**  
Select one or more macro sectors your ideal match belongs to

**Competitiveness**  
Select the main factors of competitiveness that describe your ideal counterpart.

**Company Size**

Test company EN

Dashboard My company Match Meeting

Profile Brand Colleagues and Availability

Max dimension 2MB

**Test company**  
Italia

**Company description**  
Describe your company.  
We suggest you fill in the fields in english to facilitate the comprehension of the content to Italian companies

Company pay-off  
Motore creativo

Company website  
https://archivio.net

Company description

Brochure Max dimension 2MB  
Drag the brochure to upload it  
Or select it from your computer

Images Max dimension 2MB  
Add photo