

Share Your Event in the DAAD Alumni Group!

Guidelines to posting your DAAD Alumni Event in the Alumniportal Deutschland community:

- 1. Write a short event report (max. 3000 characters).
- 2. Choose 2-5 pictures of the event including one group picture and one picture of the venue.
- 3. Go to the DAAD Alumni Group in the Alumniportal Deutschland community: <u>Go to</u> <u>group</u>
- 4. Create a new photoalbum with your event pictures: Create album
- 5. Go to group feed and hit ,photos'. Then add a new folder with your pictures. Remember to stay within the size requirements: (Max. size 10MB, min. height 330px, min. width 296px).



6. Go back to feed and post your event (we recommend just writing a few introductory words and uploading the full report as a PDF file to the post, it makes for a smoother read).



7. Link photoalbum to the text: Type in field ,what's on your mind', mark your text and hit the link symbol in the upper right corner.

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FEED	What's on your mind, Hannah?	RESOURCES
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22 January,	2024, 12:53	
DAAD in the snow - there building his first ever sno	has been heavy snow last week in Germany. Read more about a DAAD scholarship hold wman on the DAAD Facebook page	ler

8. Open photoalbum in separate window and copy the link/URL. Insert the link/URL in the designated window. Hit save.

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Pictures gar	Text to display	
	Pictures can be found here	
	Title	
	Open link in	
	Current window	~
Tag peopl-		
		Cancel Save

9. Post your event and share it with your fellow DAAD alumni. Tag fellow participants. Don't worry if you make a mistake, you can edit your post anytime 😊

If you have further questions, feel free to contact Hannah Charig (charig@daad.de)