

GETTING STARTED

MercatorGlobe –
The Community Portal

STIFTUNG
MERCATOR



WELCOME!

We're glad you're here – welcome to MercatorGlobe, the community portal of Stiftung Mercator! This guide will help you take your first steps on the platform and give you an overview of its key features.

MercatorGlobe is more than just a platform – it's the digital meeting place for the MercatorGlobe Community: project partners, alumni, and staff connect here, share experiences, develop ideas, and find support for their projects and concerns.

The platform offers you a wide range of possibilities:

You can connect with other members, exchange ideas, launch new projects, or discover interesting events. The Stiftung Mercator team regularly shares updates on current developments in the foundation's areas of work, provides insights into its activities, and posts relevant calls for proposals and announcements for the community.

You can also get involved by sharing your own posts, events, or announcements with the network – MercatorGlobe thrives on participation!

We're excited to have you as part of the community!

Your Community Team

at Stiftung Mercator

STEP 1: REGISTRATION

To use MercatorGlobe, you first need to register as a member of the network and create your personal profile.

Visit the website: www.mercatorglobe.de

Fill out the registration form completely.

After your information is reviewed, your profile will be activated by the team shortly.



WILLKOMMEN NEWS AKTIVITÄTEN UND FORMATE WER WIR SIND

Adressbuch Jobbörse Gruppen Veranstaltungen Postfach Mein Profil

MITGLIED WERDEN

Fülle das Formular aus, um MercatorGlobe der zentralen Community-Plattform für alle, die mit der Stiftung Mercator verbunden sind – sei es als Stipendiatin, Alumna oder Alumnus, Fellow, Projektpartnerin, (ehemalige/r) Mitarbeiter*innen oder Unterstützer*in beizutreten.

[← MITGLIED WERDEN](#)

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Header: Stevy Hochkeppel

Note:

MercatorGlobe is only available to individuals aged 14 and older. Minors under 18 require written consent from their legal guardians. A link to the consent form is available on the platform

STEP 2: ACTIVATION

After registering, the Mercator Community Team will review your information. This may take a little time.

Once the review is complete, you'll receive an email with an activation link.

Tip: Upload a friendly profile picture right away – it helps others recognize you and makes interactions more personal.

Important: Click the link to activate your profile and log in.

After logging in, you'll see the internal area of the community portal – with an expanded navigation bar.



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STEP 3: MY PROFILE

In the “**My Profile**” section, you can introduce yourself and your professional background.

COMPLETE YOUR PROFILE

Upload a profile picture and add personal details such as:

- Place of residence
- Current position
- Company or organization
- Any other information you’d like to share

The more complete your profile, the easier it is for others to connect with you – and the more relevant content and suggestions you’ll receive from the network.

SETTINGS & VISIBILITY

In the “Settings” section, you can customize your privacy preferences:

1. Go to “Privacy Settings”
2. Check the box: “Profile information visible to members of this network”
3. Click “Save profile information”

You can also choose which information is visible to others – or hide your profile entirely from the member list.

Control visibility of individual fields:

In the “Edit Profile” section, you’ll see an eye icon next to each data field:

- Green: This information is visible to other members
- Red: This information is not visible

To change visibility, simply click the eye icon next to the field.

Don’t forget: Click “Save profile changes” at the end!

Kontakt

E-Mail-Adresse *

 

Weitere E-Mail-Adresse

 

LINK SOCIAL MEDIA

In the “My Profile” section, you can also link your social media profiles – making your online presence visible to other members.

Here’s how:

1. Add links to your personal social media channels (e.g., LinkedIn, Twitter/X, Instagram).
2. Enter them in the appropriate fields in your profile.
3. Scroll down and click “Save” – done!

LinkedIn Sync:

If you have a LinkedIn profile, you can optionally sync it with your MercatorGlobe profile. The following information will be imported automatically:

- Your profile picture
- Your contact email address
- Additional profile data

Please note:

When linking, LinkedIn’s privacy policies and terms of use apply.

Stay connected beyond the platform!

Feel free to join our LinkedIn group:

[„MercatorGlobe Community – Alumni, Partners and Friends of Stiftung Mercator“](#)

TAGS – SHOW WHAT INTERESTS YOU

In the “My Profile” section, you’ll also find the “Your Tags” field.

Tags help other members find you based on shared interests, skills, or hobbies – for example, in the address book.

To add tags:

1. Click “Edit” next to “Your Tags”
2. A gray input field will appear
3. Enter your tags one by one (e.g., “Climate Change”, “Eastern Europe”, “Photography”)
4. Click “Save changes” – and you’re now discoverable!

STEP 4: GROUPS

In the “Groups” section, you’ll find a wide variety of thematic, regional, and program-related groups on MercatorGlobe. These groups allow you to connect with other community members who share similar interests, experiences, or backgrounds.

PROGRAMS

Some foundation programs – such as the meet! Mercator Europe Tour – have their own groups. Here, fellows and scholarship recipients can exchange ideas, network, and stay in touch. Check if your program is listed – and join the appropriate group!

FIELDS OF ACTION AND TOPICS

Are you involved in topics like “Europe in the World” or “Educational Equity”? In thematic groups, you’ll find like-minded people to share ideas, ask questions, or start projects.

REGIONS

Are you interested in events, calls for proposals, or activities in a specific region? Then find and join a regional group to stay up to date.

HOW DO GROUPS WORK

- Content such as documents, images, or event announcements is published by group administrators.
- As a group member, you can:
 - Post your own comments
 - Reply to others' posts
 - Like posts

You'll usually receive email notifications about new comments in your groups the following day.

Tip: Groups are a great way to stay active in the community, even if you're not online regularly.

STEP 5: GET INVOLVED

NEWS

Here you'll find exciting calls for applications – both from Stiftung Mercator and from partner organizations. You'll also find the latest news about the foundation's work and the community.

ACTIVITIES & FORMATS

This section gives you insights into the goals and content of our key formats, such as:

- MercatorGlobe Forum
- Mercatora

and many other recurring events and programs.

EVENTS

Under “Events” you'll find:

- All upcoming events (listed chronologically)
- An overview of past events at the bottom of the page

Tip: Want to see only events from your groups?

Click “Only events from your group” at the top right next to the “Events” heading. Click again to show all events.

Clicking on an individual event takes you to a detail page with more information and, if applicable, a registration option.

JOB BOARD

In the job board, you'll find current job postings from the network.

You can filter them using the menu on the left by:

- Topic
- Location
- Area of responsibility

In the main column on the right, click on a job title to view the full posting.

ADDRESS BOOK

In the address book, you'll find members of the network who have made their profiles visible.

You can:

- Search for member profiles using the search function
- View all members on a map – just select the “Member Map” view at the top right

This makes it easy to find contacts with shared interests or from your region.

Note:

Do you know of an event, job posting, or call for proposals that might interest our community?

Feel free to send it to our Community Team:

community@stiftung-mercator.de

We'll review your suggestion and may publish it on MercatorGlobe.

CONTACT & IMPRINT

Do you have questions or suggestions about Stiftung Mercator's community network?

The Community Team looks forward to hearing from you:

 community@stiftung-mercator.de

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