

## FutureToday...

...aims to become a worldwide change-maker platform. Share your knowledge, start new collaborations, develop innovative business models, generate positive impact, build new clusters, or simply join in. Because it's all about rethinking the world.

**Let's create a sustainable future - today!**

Click here to create an event, a topic or a group

How to use the current features of FutureToday:



1.

### What

An entry in the calendar which is published on the landing page under “upcoming events in the community”.

### Why

To inform all community members or members of a certain group in the community that your event takes place, what it is about and to stay on track on who signed up for it.

### How

Click on  in the upper right corner of the website, click on “create an event” and fill in the details.

- ✓ Don't forget to include an appealing picture, which appears as banner to your event later on.
- ✓ Choose via “group and visibility” whether the event is shown to the public or only to community members. If you only invite people from an existing group on FutureToday, select the respective group here (you have to be a member of this group for this option).
- ✓ Already include time and location and attach any document you want to share in advance.

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Check out <https://future2day.org/>

Ideas or questions? Write us an e-mail: [toennessen@m3trix.de](mailto:toennessen@m3trix.de)

2.

### What

Think about it as something like a blog entry. A way to share a written text, pictures, ...

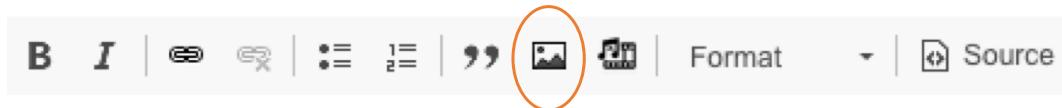
### Why

Do you have a question and need an answer from the community to a certain question? Do you want to share thoughts or start a discussion? One opportunity in this case would be a post on the landing page. However, creating a topic has the advantage that you can attach a file or several pictures.

### How

Click on **+** in the upper right corner of the website, choose “Create a Topic” and fill in the details.

- ✓ Don’t forget to include an appealing picture, which appears as banner to your topic later on.
- ✓ If you only want to address members of a group already existing in the community, choose this group under “group and visibility” (you have to be a member of this group). Otherwise decide if you want to share the topic only with community members or rather with the public. **Attention: Visibility details can’t be changed once the topic is created.**
- ✓ If you want to share pictures, a video or quote, please insert them in the “description” by using the respective button in the following task bar:



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### What

A group unites community members from a certain network, an organization, field of research, ...

### Why

Because you only want to address a certain audience or continue to stay in contact with participants after an event and continue the discussion, organize a project, ...

### How

Click on **+** in the upper right corner of the website, choose “create a group” and select “open group”. This means that every community member can join this group and thus follow the content. If you need a “closed group” where you invite certain community members, please contact Anna [here](#).

- ✓ Don’t forget to include an appealing picture.
- ✓ Write a short introduction what your goals of this group are.
- ✓ You can now create topics and events and link them to this group by choosing the group in the “visibility” settings when creating the topic or event.

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