





AFRIQUE - AMÉRIQUE LATINE - ASIE - PACIFIQUE - FRANCE HEXAGONALE - OUTRE-MER

# TUTORIAL: CREATING A PLANÈTE IRD+ PROFILE



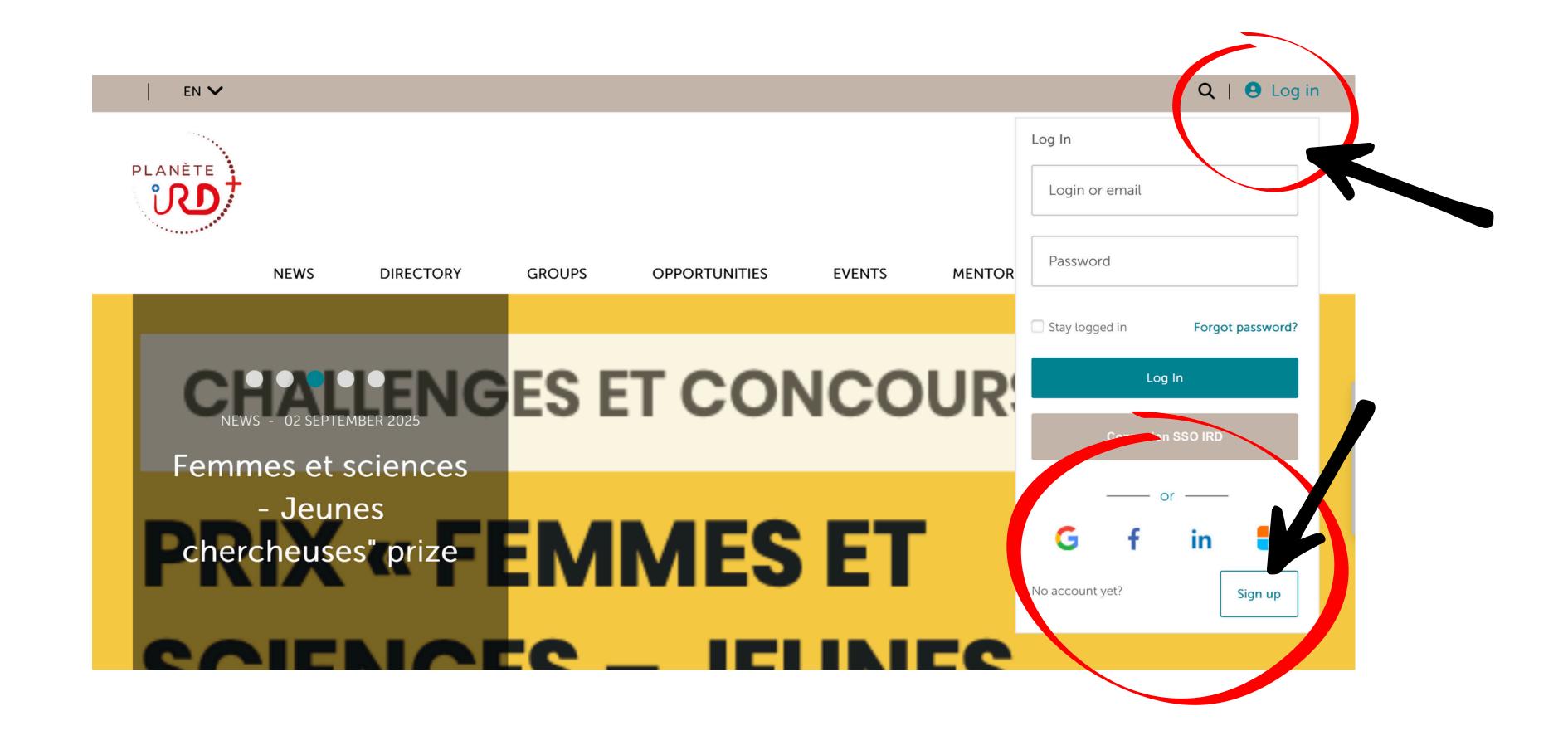
## PREAMBLE:

Dear Alumni, In order for you to fully benefit from the Planète IRD+ platform, we are providing you with an explanatory tutorial to help you create and complete your profile in the best possible way.





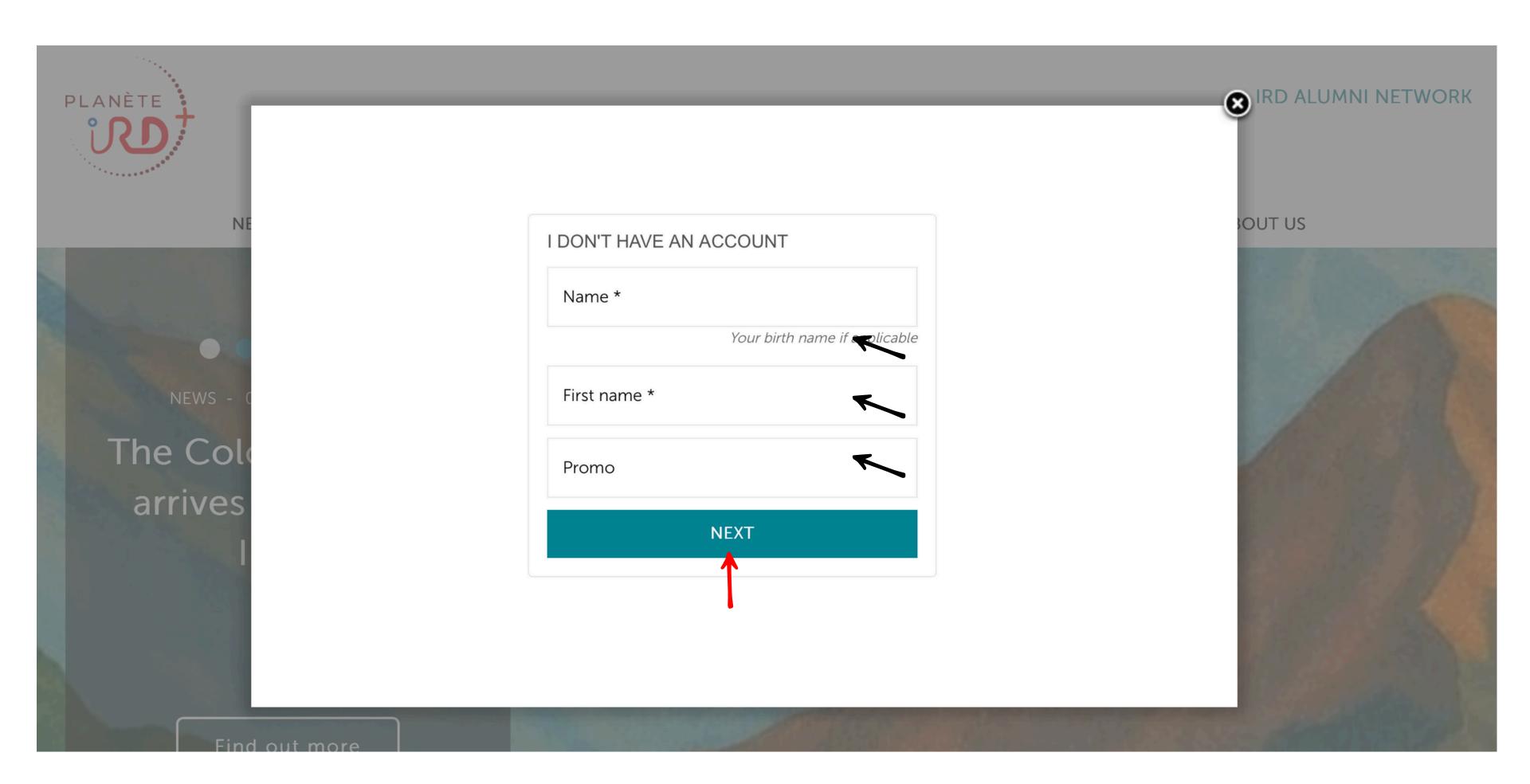


















### DEPENDING ON YOUR ORIGIN, SELECT YOUR REGISTRATION METHOD.

Register Form \_\_\_\_\_

You are about to register on the IRD+ Planet platform.

Please take the time to read carefully and choose the option that best suits your situation to access the appropriate registration form.



#### Alumni



Former IRDien or IRDienne or mobility agent, former beneficiary of programs (ARTS and other grants, JEAI, LMI, PSF...), former member of the Scientific and Strategic Orientation Council and other IRD bodies, former doctoral student supervised at IRD, former member of a Knowledge Community, former nominee of the Trophées de l'Innovation.

#### IRDiene and emeritus researcher

and emeritus researcher



#### Partners and Co.



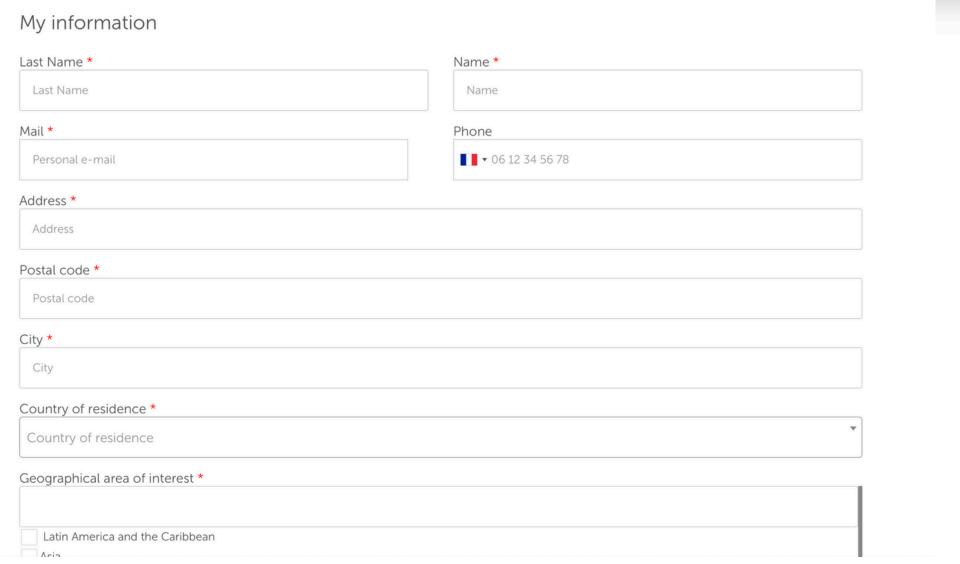
Current partner or beneficiary of programs (ARTS and other grants, JEAI, LMI, PSF...), member of the Scientific and Strategic Orientation Council and other IRD bodies, supervised doctoral student at IRD, member of a Knowledge Community,

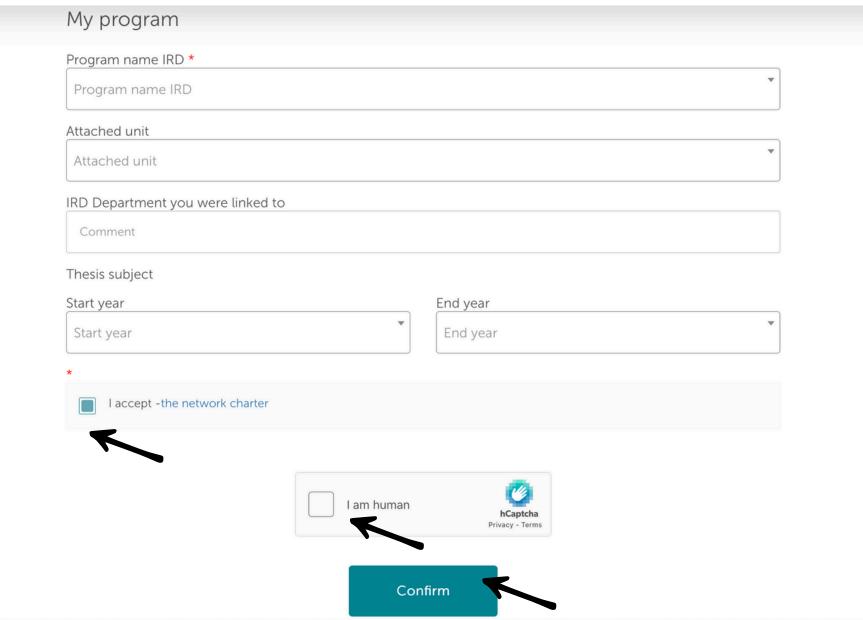












FILL IN YOUR INFORMATION, ACCEPT THE NETWORK CHARTER, AND CONFIRM. OUR PERSONAL EMAIL WILL NOT BE MADE PUBLIC IF YOU CHOOSE TO KEEP IT CONFIDENTIAL.

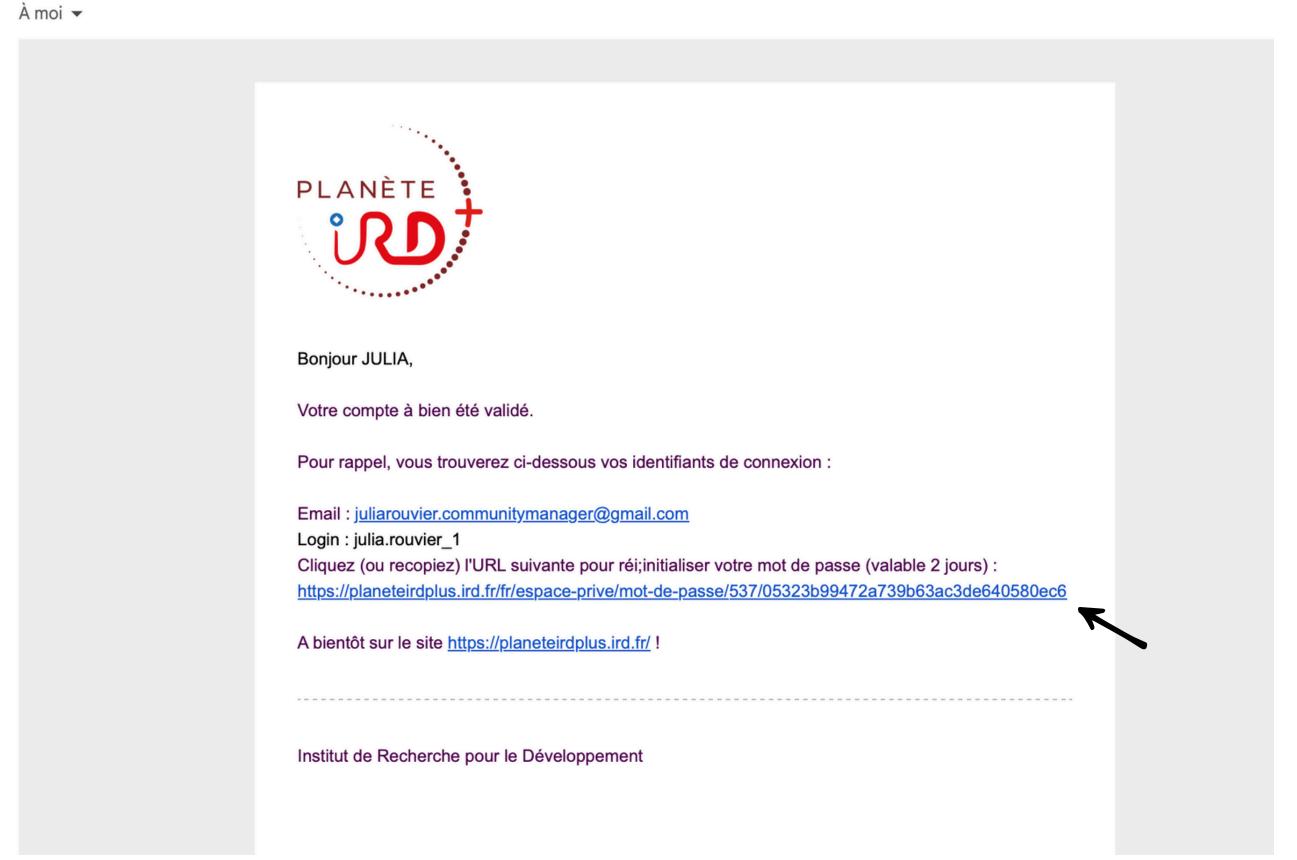








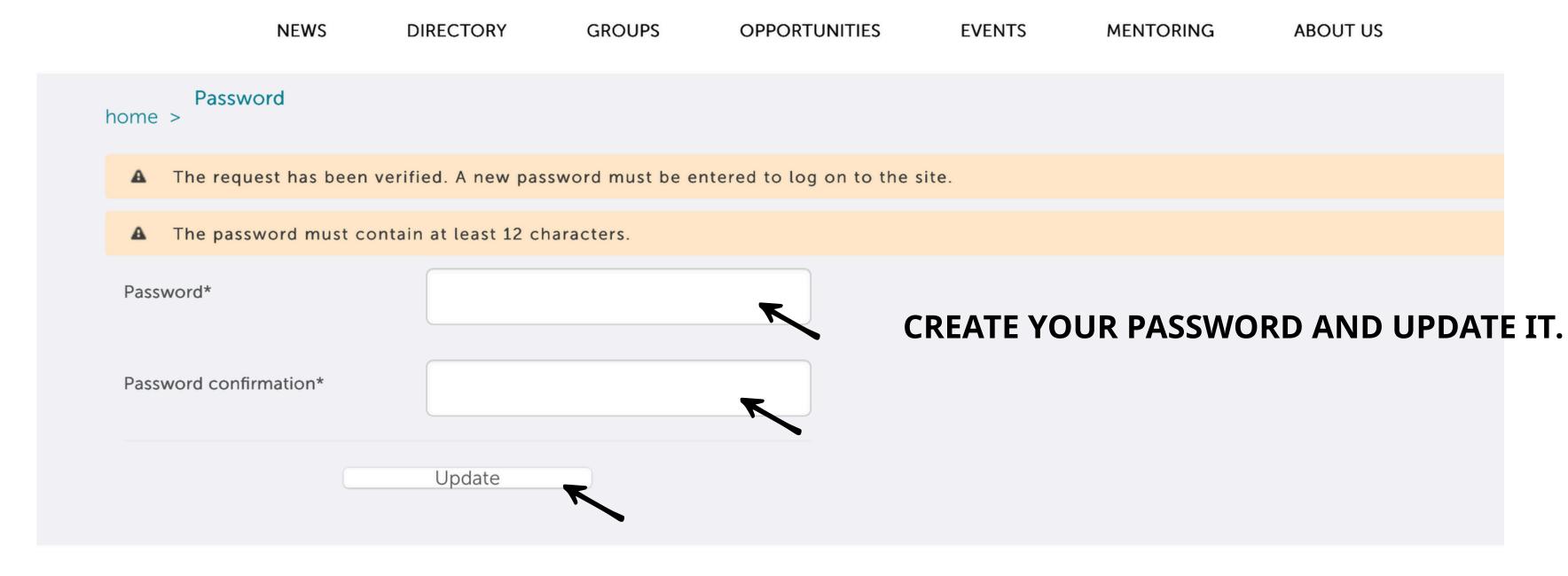




### YOU WILL THEN RECEIVE AN EMAIL TO FINALIZE THE CREATION OF YOUR ACCOUNT.







# **ALMOST DONE!**

To complete your profile, the next essential step is to read and consent to the use of your personal data, then confirm your privacy preferences to unlock access to the other features.

We'll walk you through it step by step ----









# **ONCE YOU'VE UPDATED** YOUR PASSWORD, YOU'LL BE DIRECTED TO THIS PAGE.

# **SCROLL DOWN TO THE BOTTOM AND:**

- 1. TICK THE CONSENT BOX
- **CLICK SAVE TO CONFIRM.**

#### Preamble

The French National Research Institute for Sustainable Development (IRD) alumni network, Planète IRD+, is a space dedicated to former collaborators, doctoral students, researchers, engineers and research support staff who share a professional experience or partnership with the IRD and partners of the institute. This dynamic, collaborative network aims to maintain links between its members, encourage scientific and professional exchanges, and promote IRD's values and missions.

This charter defines the rules for using the platform to ensure an inclusive, respectful and secure environment. By using "Planète IRD+", each member undertakes to respect these principles.

This network brings together alumni, researchers, engineers and research support staff who share a professional experience or partnership

The term "alumni" here refers to former and current members of IRD support or training schemes. They include:

- Allocations de Recherche pour une Thèse au Sud (ARTS) program,
- Former beneficiaries of scholarship or PhD support programs: e.g. Bourses d'Echanges Scientifiques et Technologiques (BEST), ACE-Partner, Program of Excellence for Education and Research in South countries (PEERS), Programme Cycle de l'Eau et Changement Climatique (CECC), other programs
- Members and coordinators of the Jeunes Équipes Associées à l'IRD (JEAI) (Young IRD Associate Teams)
- Members and sponsors of Laboratoires Mixtes Internationaux (LMI)
- Nominees of Trophées de l'innovation
- Co-sponsors of Structuring Training Projects (PSF)
- Members of the Strategic Orientation Committee and Scientific Council

reproduced and/or represented in communication media intended for the promotion of the IRD and its alumni network for the entire legal term of protection of said content.

#### 5. Acceptance and updating of the Charter

Use of the platform implies acceptance of this charter.

IRD reserves the right to modify this charter as required and in accordance with legal obligations.

Any changes will be notified to members, who may accept or request the deletion of their account.

#### Conclusion

By creating your account, you acknowledge that you have read and accept these terms and conditions of use in their entirety. You also give your consent to the collection and processing of your personal data as specified in this charter.

Welcome to the IRD Alumni network and thank you all!

#### Download the network charter

☐ I have read and accept the website's general terms and conditions of use











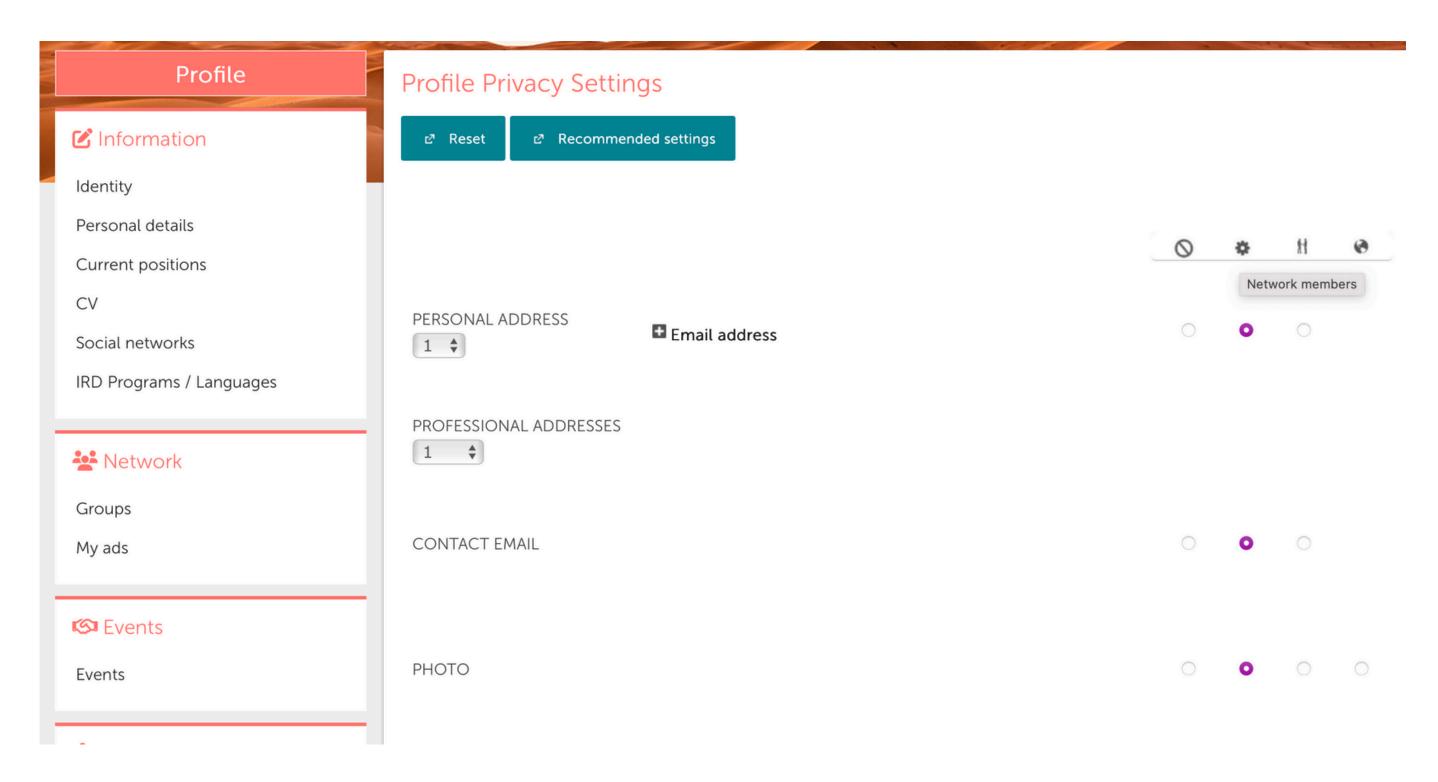








### AFTER ACCEPTING THE USE OF PERSONAL DATA, THIS SCREEN WILL BE DISPLAYED:

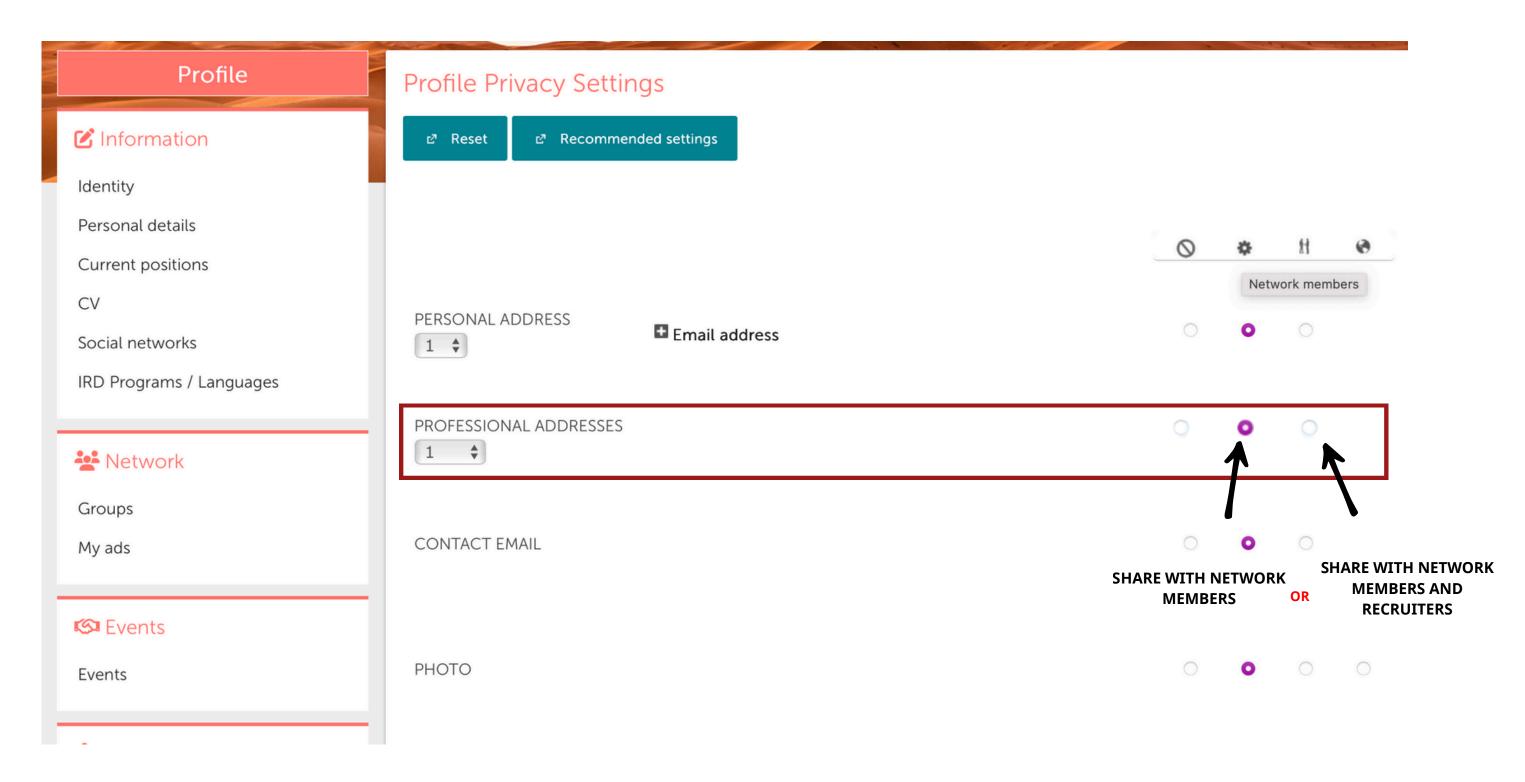


DON'T SKIP THIS STEP — IT IS CRUCIAL FOR PLANÈTE IRD+ TO WORK PROPERLY.







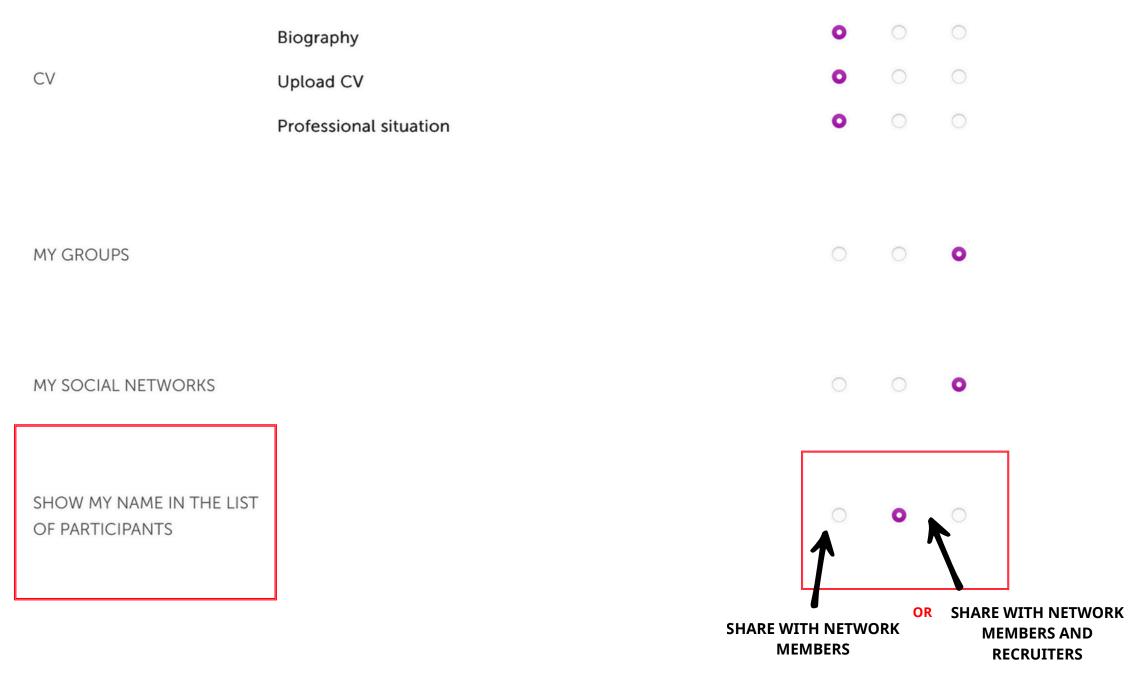


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### Directory visibility



### MAKING YOUR PROFILE VISIBLE IN THE DIRECTORY IS KEY TO HIGHLIGHTING IT.

# **NEXT STEPS...**

Your profile is now properly set up.

It is highly recommended to complete it in order to fully benefit from the power of the IRD ALUMNI network. A completed profile will allow you to:

- Showcase your background, skills, and expertise
- Attract potential recruiters and partners thanks to better visibility
- Access more career and networking opportunities
- Connect more easily with alumni who share your geographic areas and fields of interest
- Take part in events and initiatives reserved for active members

Let's go!





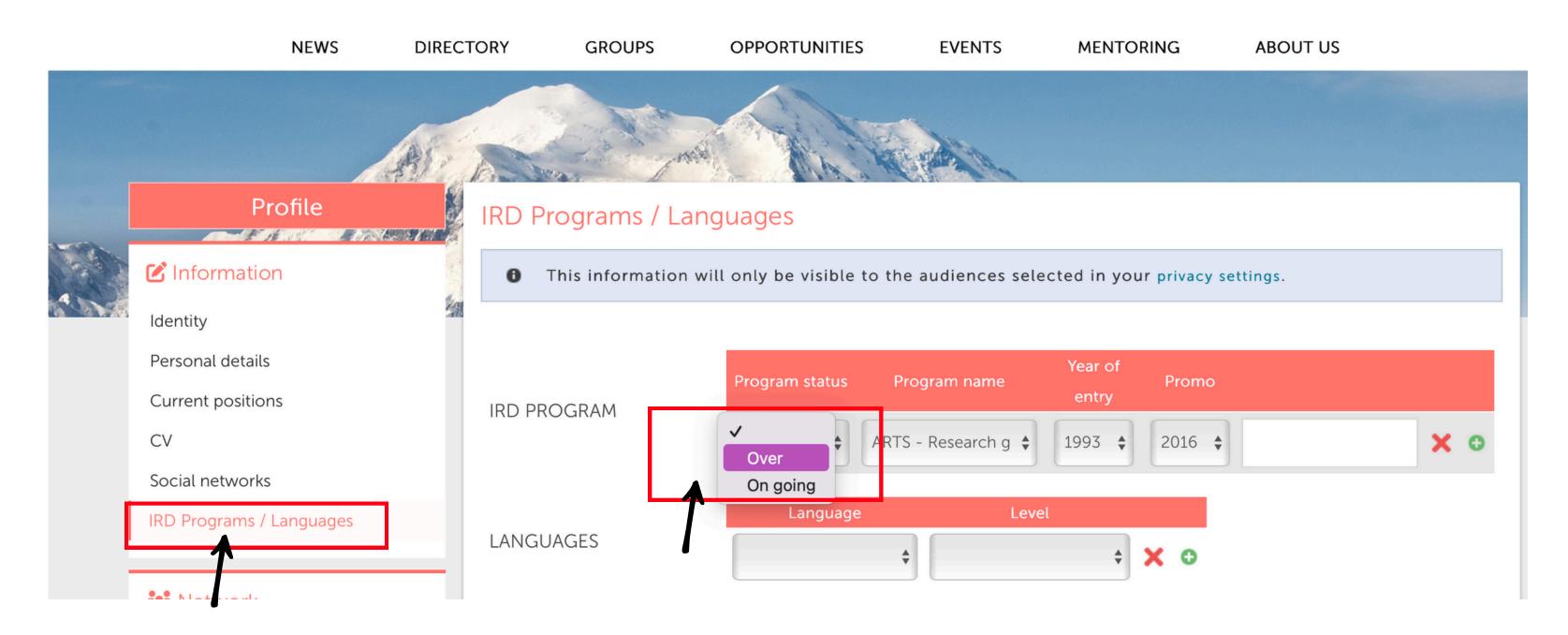


### THE CRUCIAL STEP:

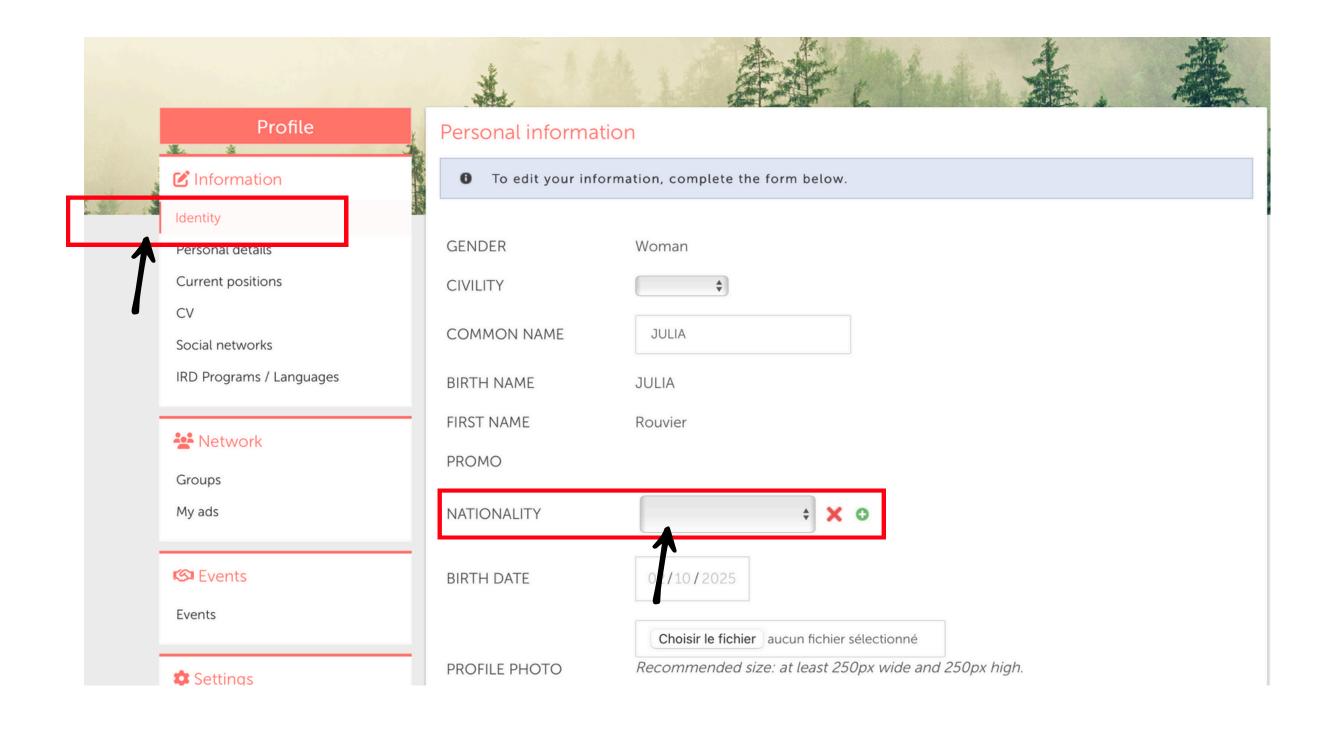
### TO BE VISIBLE IN OUR DIRECTORY, THE "IRD PROGRAM" FIELD MUST BE:

1/ EITHER COMPLETELY EMPTY (NO INFORMATION FILLED IN — FOR PARTNERS AND CO, FOR EXAMPLE)
2/ OR COMPLETED (FOR ALUMNI, FOR EXAMPLE) BUT WITH THE PROGRAM STATUS MANDATORY

→ EITHER IN PROGRESS OR COMPLETED



# AFTER VALIDATING YOUR PRIVACY SETTINGS AND SPECIFYING THE PROGRAM STATUS, YOU CAN NOW FILL IN YOUR PERSONAL DETAILS. FILL IN AS MANY DETAILS AS POSSIBLE TO INCREASE YOUR VISIBILITY IN THE NETWORK

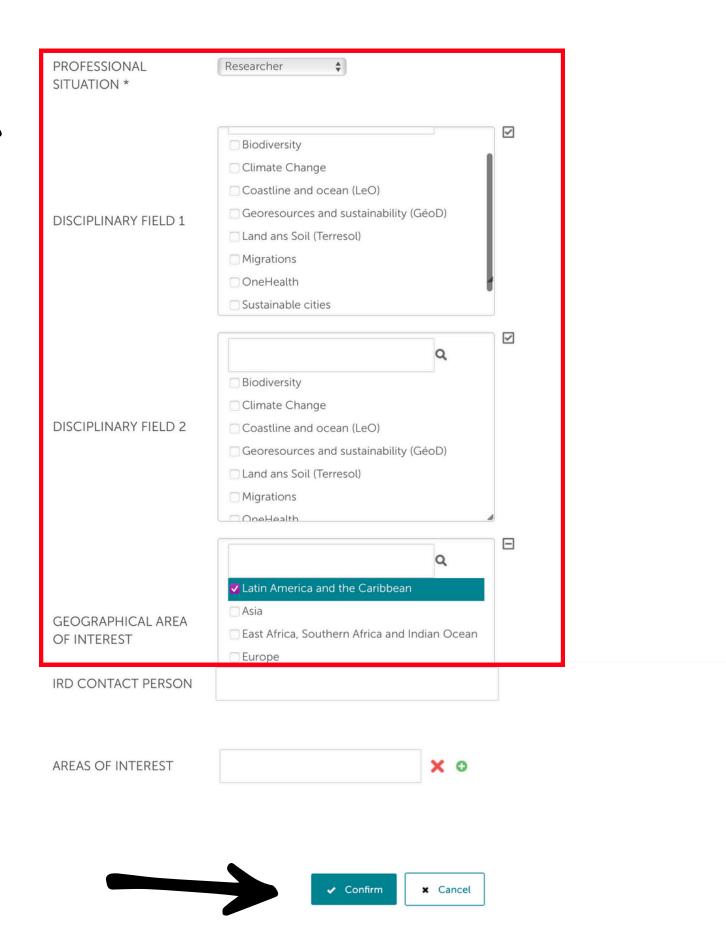








These details are essential, as they will make it easier to connect with alumni who share your location and interests.



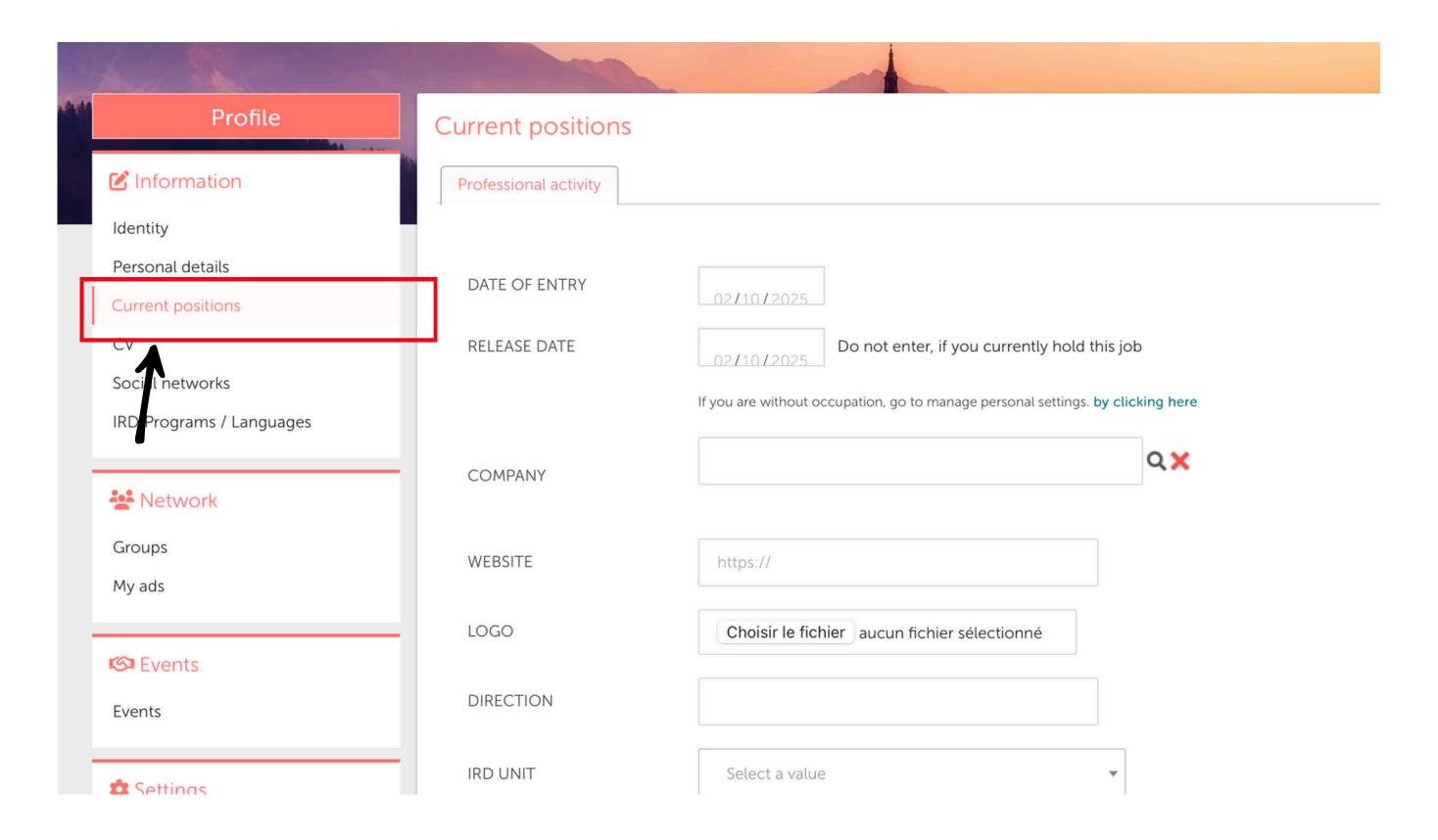








### REMEMBER TO FILL IN YOUR PROFESSIONAL EXPERIENCE.











THANK YOU!

DO YOU HAVE ANY QUESTIONS?

FEEL FREE TO CONTACT US: PLANETEIRDPLUS@IRD.FR











Institut de recherche pour le développement 44, boulevard de Dunkerque CS 90009 13572 Marseille Cedex 20 France













