

Gather.Town Instructions for Attendees

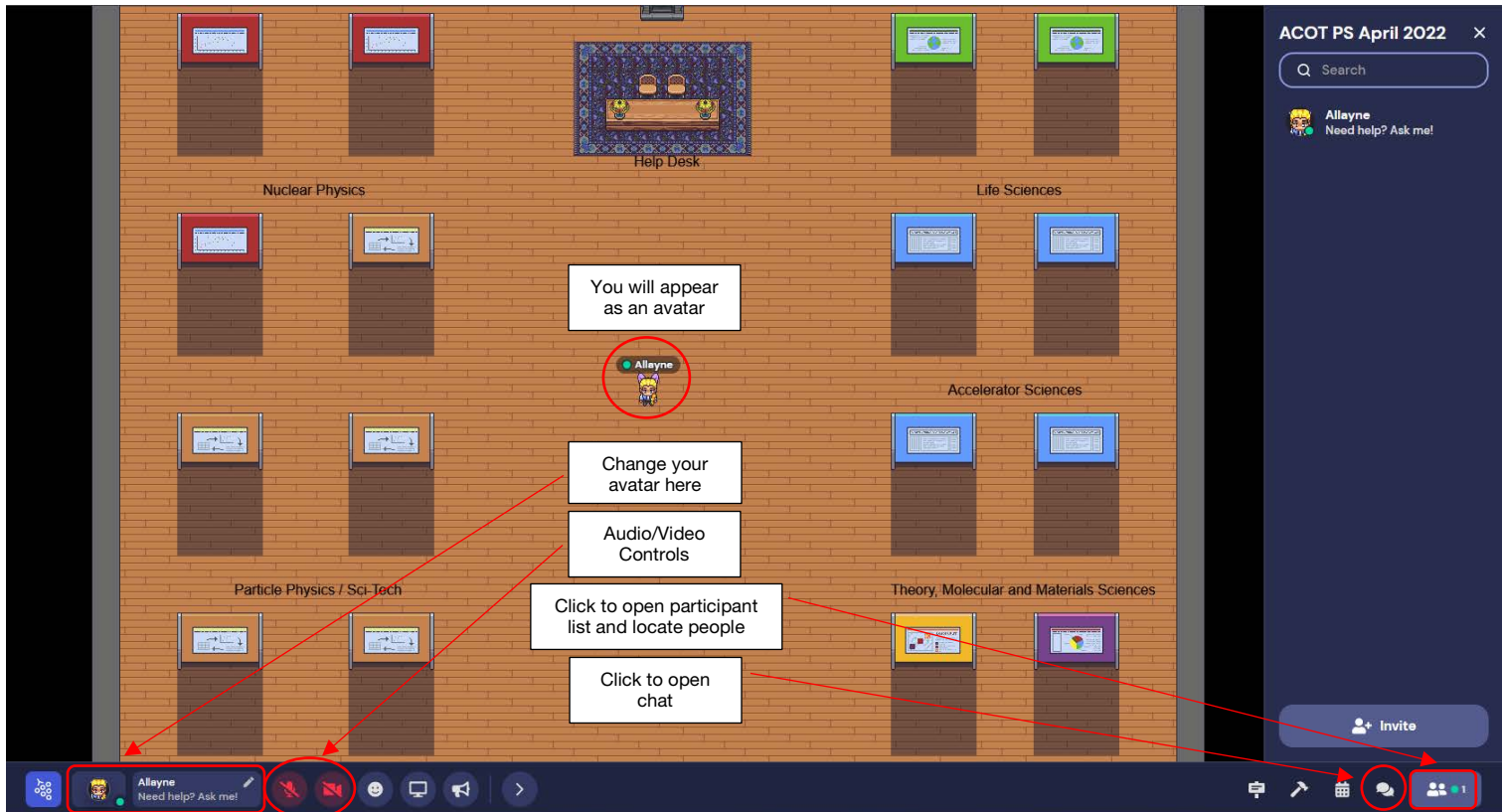
Gather.Town is an online conference platform that uses proximity audio/video chat and does **NOT** require a software download to participate.

Quick start:

- **Note:** You will need to use **Chrome or Firefox** as Safari is currently in beta-testing, and often does not work. See here for further tips: <https://support.gather.town/help/browser-settings-and-permissions>
- **Gather Town link:** https://app.gather.town/invite?token=Ymb_XBFYzuvSy_nfjUwa9KhtUYRCLJY-
- After entering the networking space, please give your browser permissions for audio/video:



- Enter your name when prompted and build your avatar. The avatar settings can be changed and customized at the later stage.
- You will arrive in a space that looks like this:



Navigating & Interacting in the Poster Room:

1. Use your **arrow keys** on your keyboard to move around the space.
 - a. If the arrow keys are not working, click anywhere in the space with your mouse and try again.
 - b. You can also use your mouse to navigate. Double click the area that you want to go to, and your avatar will move there.
2. You will be able to see and hear people “near” you via a localized video conference. If you walk away, you will no longer see/hear them.
3. “Walk” around and check out the space. Talk to whomever you like!
4. A “private space” means that only people within that space can see and hear each other. The posters are “private spaces” and are accessible to nine (9) people at a time, including the speaker.
5. If you are stuck in between people, **hold the ‘g’ key while using the arrow keys** to put you in “ghost” mode and hop over other avatars.
6. **To leave Gather.Town, simply close the browser window or tab.**

Viewing a Poster:

1. All posters are interactable and they will light up when you walk over to them.
2. Press ‘x’ on your keyboard to **enlarge** the poster.
3. Scroll down using the scroll wheel on your mouse, OR the scroll bar on the screen.
4. Zoom in on the poster using the magnifying glass button on the right-hand side of the poster:



5. You can also move the poster by clicking anywhere on the poster and dragging it.
6. To exit the poster, press ‘x’ on your keyboard, **OR** press ‘esc’ on your keyboard, **OR** use your mouse and click the ‘X’ button on the top right-hand side of the screen.
7. **Note:** each poster can support nine (9) attendees, including the speaker. If a poster is very busy, please explore other posters.

Additional Features and Icons:



The **chat feature** located on the bottom right of the screen allows you to compose three (3) different types of messages:

1. **Room** (everyone in the room will see the message)
2. **Nearby** (other participants in your vicinity)
3. **Inbox** (directly to another participant)



Clicking on the **participant panel** on the left side of the screen shows all attendee names. Clicking on a name and selecting ‘**Locate**’ shows you where they are, and ‘**Follow**’ will automatically take you there.



The **mini map** can be used to view the entire space (zoomed out).



The **raise hand** feature is available within reactions if you need assistance.

Technical Difficulties:

1. Refreshing the page will fix most things.
2. If that doesn't work, try muting and unmuting your mic and camera in Gather.
3. Check if your browser permits camera and mic access. You can also re-enter the space using Google Chrome's incognito mode. You will be prompted to give these permissions and your audio/video should work.
4. Additional troubleshooting can be found at <https://gather.town/video-issues>

Using a Phone or Tablet:

1. Please note that while the platform can be used on a phone or tablet, the capabilities are **limited**.
2. You **will not be able to** view documents or turn your video on.
3. You **will be able to** move around by using the arrow keys on your device screen and the audio for interacting with others should work. You can mute/unmute by tapping the bottom right side of the screen.

For More Information:

The Gather.Town page has a very comprehensive 'Help' section to ensure your experience using the platform is an excellent one. For anything we may have missed here, or for more information about the platform and how to navigate and troubleshoot, visit <https://support.gather.town/help/new-user-faqs>.

Legend of Poster Presenters:

The floors in the Gather.Town space are marked with the area of research to assist with locating the presenters. The following page has a screenshot of the posters along with the names of the presenters to locate them easily. For more details on the posters, including title and a PDF version, please visit the Indico page: <https://meetings.triumf.ca/event/286/>

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