



Gather.town USER GUIDE

We will have poster presentation sessions, structured poster symposia, small poster sessions organized by ECW participants, as well as social events in [Gather.town](#). Please read the instructions carefully and join us in the Digital Conference Venue!

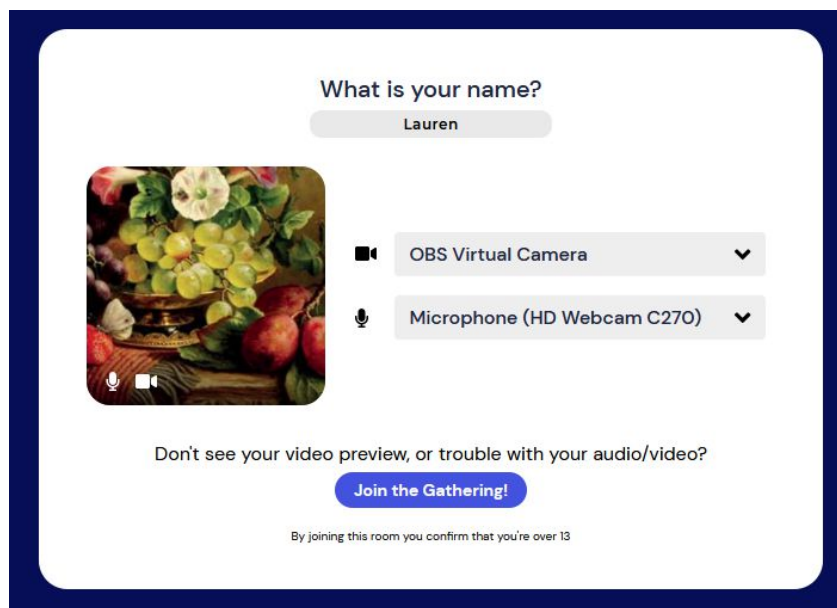
1. Setting up Gather

[Gather.town](#) is 2D web-conferencing software which will allow you to meet other attendees in virtual "rooms", with the ability to move around and engage with others, mimicking real-life interactions. Participants can easily start conversations via chat or video, or return to a main speaker—just like at a real-world conference. In Gather.town, you use your avatar to walk around, to sit down at tables, and to start conversations with other attendees.

****IMPORTANT:*** Please use Chrome, Brave or Firefox browser.


Video and Audio Settings


When entering a Gather space you will be asked to select the camera and microphone input devices you would like to use:




What is your name?

Lauren



 OBS Virtual Camera

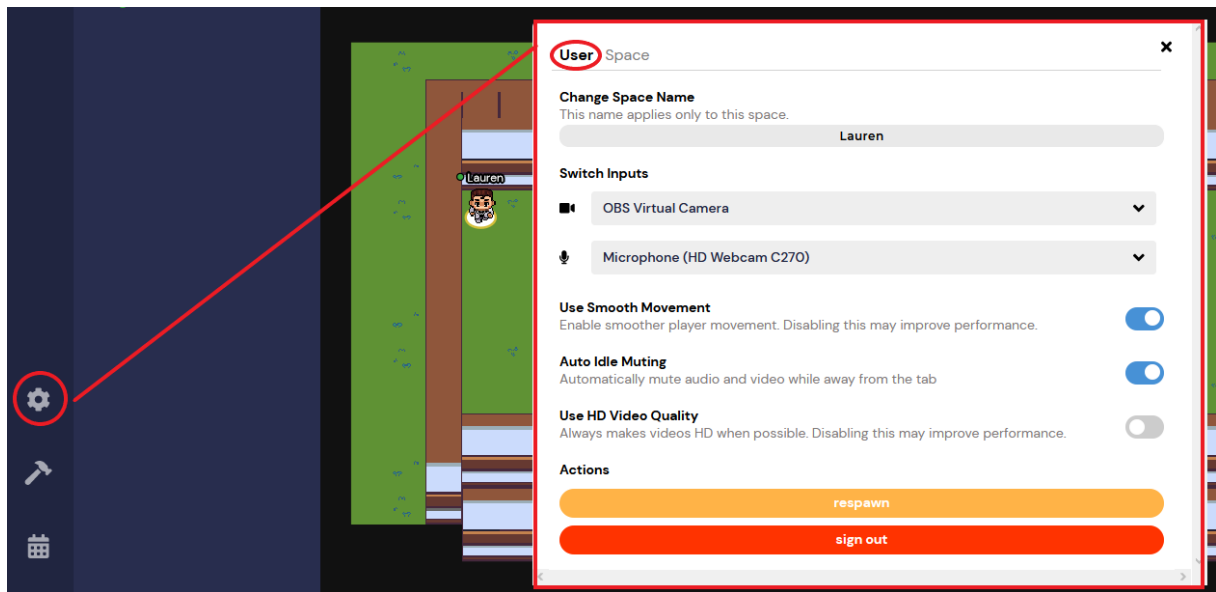
 Microphone (HD Webcam C270)

Don't see your video preview, or trouble with your audio/video?

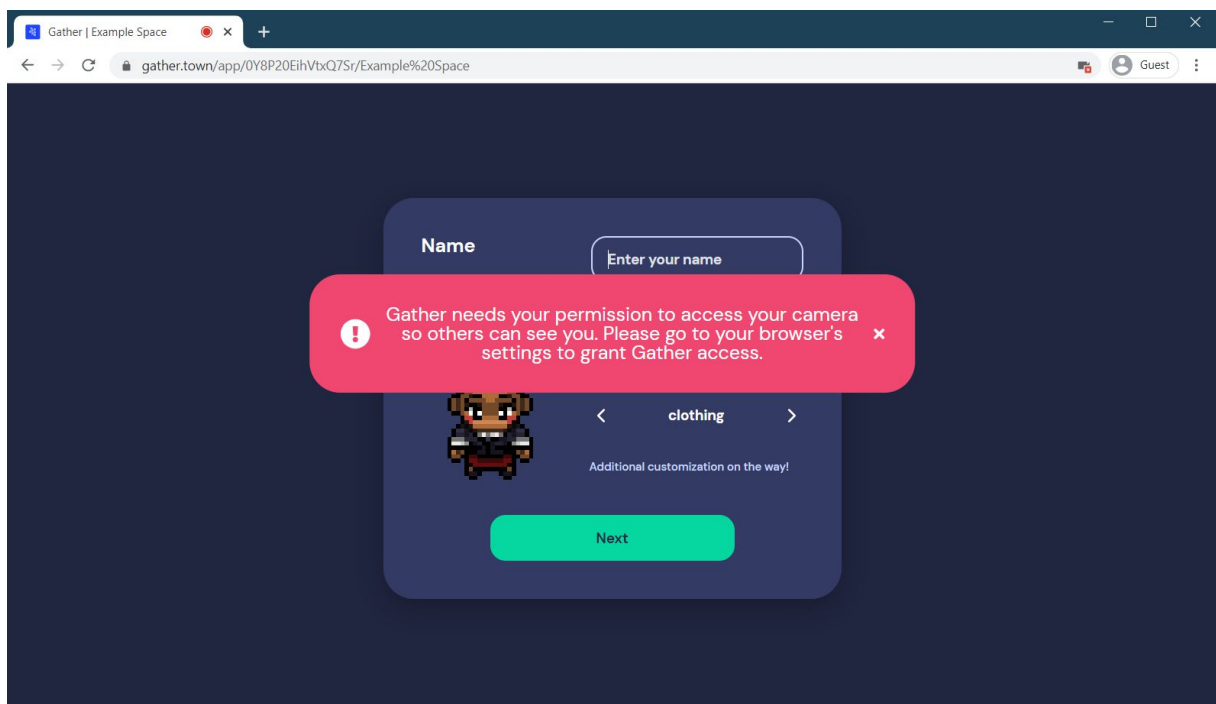
[Join the Gathering!](#)

By joining this room you confirm that you're over 13

You can always adjust these later within the **Settings > User > Audio / Video** settings:

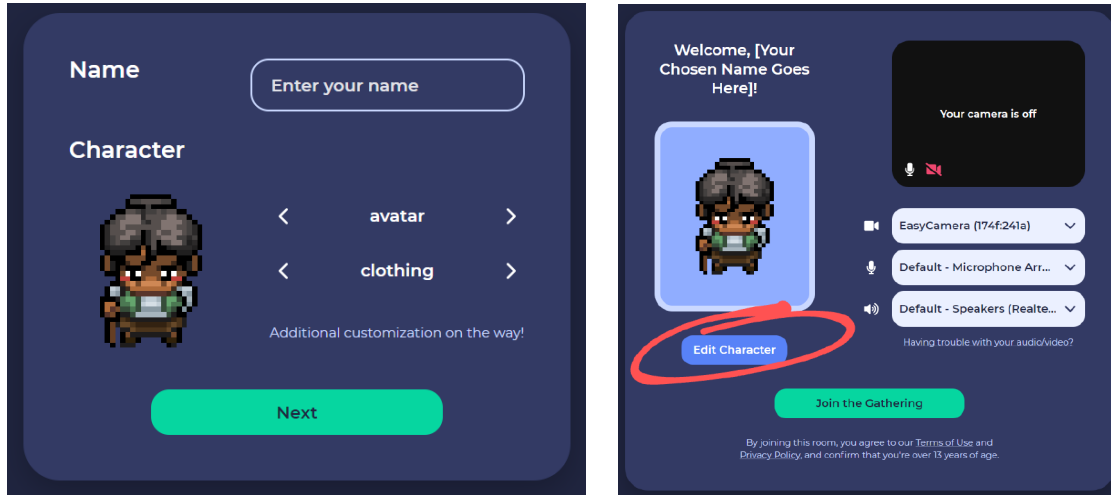


To effectively use Gather, you must grant the app permission to access your camera and your microphone:



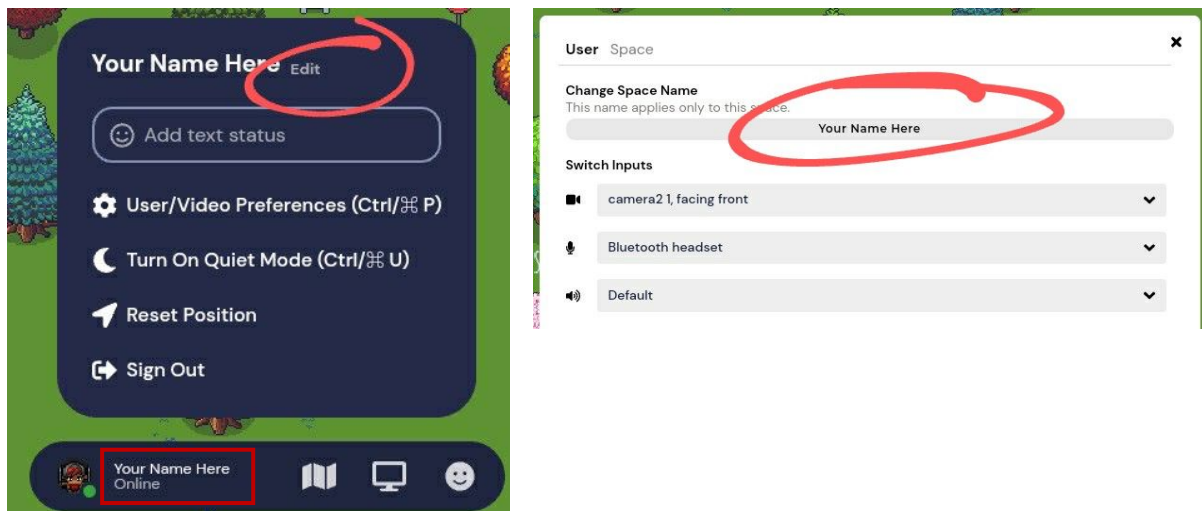
Adding your Name and Setting up your Avatar

When you first enter Gather, you will be prompted to enter your name and to set up your **Avatar**:



Modifying your Name

If you accidentally entered the wrong name or wish to change it after you have already entered the Gather space, you can change it here:



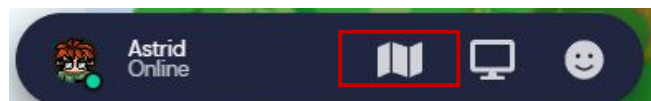
2. Using Gather

Navigating Around the Map

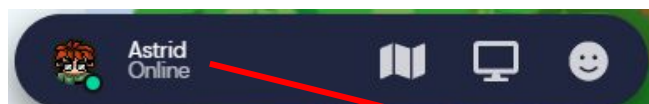
When you first enter the Digital Conference Venue you will be presented with a tutorial explaining the most basic functions within Gather. Use the arrow keys or [WASD](#) to move your avatar around the map.

Zoom: Use Ctrl +/- on your keyboard to zoom in and out of the map.

Mini Map: Use the Mini Map in your personal bar at the bottom of your screen to get an overview over the gathering area.

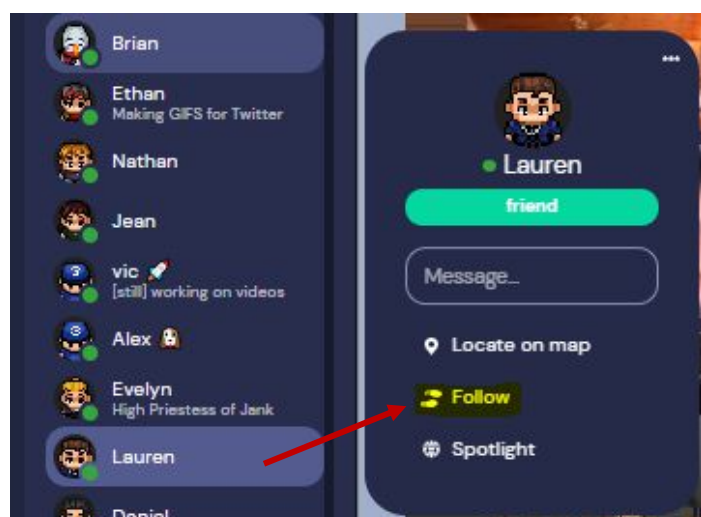


Respawn: This will bring you back to the original position where you entered the gathering.



Locate on Map: This option allows you to locate a specific participant on the map. To view this option, navigate to the list of participants and select the person you would like to locate.

Follow Mode: This option allows you to follow any participant around the map. Navigate to the list of participants via the sidebar, select the person you want to follow and select the **Follow** option. This lets you show each other around or guide others to specific points on the map. To exit this mode, press any arrow key.



Ghost-Mode: You will be disconnected from the other participants and will be unable to make any new connections until you exit ghost mode. To enter ghost mode press and hold the “g” key on your keyboard – your avatar will turn translucent. This allows you to pass through tiles that are occupied by other people and is useful to walk through larger groups of participants to get to certain points on the map without having to navigate around people.



Viewing and Navigating your Video Calls

When your avatar approaches other participants, a video call will automatically start between you and the people you approach. All videos will initially appear at the top of your screen. In an open area, you will be connected to everyone within a 5-tile radius unless you activate **Quiet Mode**. When you are in a **Private Area**, you will be connected to everyone who is also inside of the private area.

Messaging

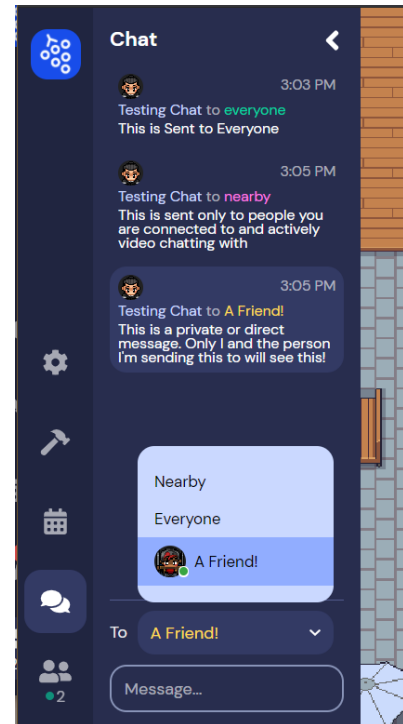
You can also use the **Chat Panel**, located on the left of your screen:



There are three different options for sending messages –select the desired option in your chat.

You can send a message to:

1. **Everyone** – Your message will appear in the chat panel for every participant in the space.
2. **Nearby** – Your message will appear in the chat panel for every participant that you are currently video chatting with. This could be whoever is standing within your interaction distance, or whoever you are in a private space with.
3. **Individuals** – The remaining option will display the names of other participants in the room. You can scroll through to select a participant to send a private message to. You can also click on a participant’s name in the chat history to make them the recipient of your next message.



Accessing Poster Sessions, Structured Poster Symposia, and the Early Career Workshop Spotlight Session

We will have poster presentation sessions, structured poster symposia, and small poster sessions organized by Early Career Workshop participants in Gather.

Posters are set up as interactive objects. Once you approach a poster, you will see that the interactive object appears highlighted and a little preview appears at the bottom. This is a **Private Area**. Within this private area you can only see and hear the other people in the same area. Likewise, you can only be seen and heard by them. This way you can talk to the poster presenter without interrupting other people nearby looking at other posters.

Press the “x” key on your keyboard to take a closer look at the poster in detail. You can drag the poster around to see every part of it. On the right-hand side you will find a **Zoom Button** to zoom in and out of the poster.

When you activate the **Laser Pointer Button**, you will be able to click on any portion of the poster and it will become highlighted with a red circle. In this way you can interact with the presenter by asking specific questions concerning the elements you pointed out. Everyone else looking at the poster will also be able to see your laser pointer. Press the “x” key on your keyboard again to exit the poster view.

You can easily walk up to a poster and pop in and out of presentations and conversations at any time.

