

# Gather.town Guidelines for participants

## What you need to join us on Gather.town

- A desktop/laptop with a mic and camera. Mobile devices are not recommended.
- A web browser (Chrome or Firefox recommended. Other browsers have limited support.)
- We strongly recommend using headphones (incl. earphones and earbuds) to help prevent audio feedback.
- That's it! There's nothing to install, no software to download.

For more details:

<https://support.gather.town/help/browser-settings>

<https://support.gather.town/help/gather-mobile>

## After Joining

1. Click your name on the bottom toolbar to open 'Personal Menu'. Feel free to enter supplementary information in the 'Add text status' field, which will appear on the Participants list. All poster presenters are requested to enter 'presenter' here.
2. From Personal Menu, you can also edit your name and avatar, turn 'Quiet Mode' on/off and 'Respawn'. In Quiet Mode, you are not connected to other avatars except for those within one tile of each other.



You can use Respawn to return to the default spawn position.

3. Let's start exploring the space using the arrow keys or WASD keys! You can also double click on a spot on the Map to walk to that spot. The gather space is open throughout the workshop, so you can visit the space at any time.

## How to connect to other avatars

When your avatar gets close to other avatars, a video call automatically starts between you and the people nearby. In an open area, you will be connected to everyone within 5 tiles unless you activate Quiet Mode. In a Private Area (described below), you will be connected to everyone inside.

## Shortcut keys:

arrows (or wasd): Move around the space.

x: Interact with active objects (videos, posters, white boards; these objects are highlighted in yellow)

g: Enter ghost mode and pass through tiles occupied by other people (for example, entering a poster booth which is already crowded with people).

Note: In this mode, you will be disconnected from everyone and unable to make audio and video connections.

z: Make your avatar dance. To stop dancing, use the arrow or WASD keys.

Esc: Close interaction (e.g., close object interaction)

<https://support.gather.town/help/nav-bar>

### Private areas

When entering a private area, the floor color around the area gets darker. Once you are in the private area, you will be connected to everyone who already there. Anyone outside the private area cannot see or hear the videos and audio of the people in the private area.

### Finding a person

You can search for a specific person with the name in the Participants list in the control bar on the right. There are three ways to contact them:

- select 'Message' to chat directly,
- use 'Locate on map' to see a path to reach the person,
- use 'Follow' and the system will automatically take you to the person.

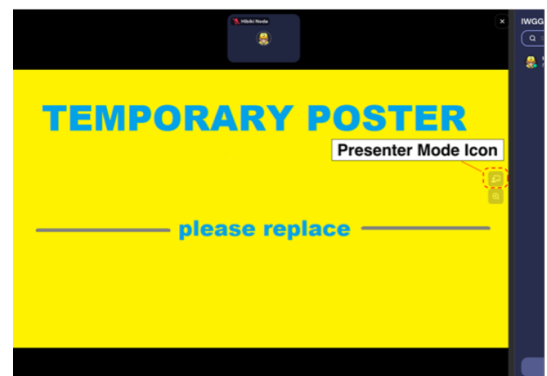
### Poster Sessions on Gather

Each poster is pre-installed as an interactive object in the poster booth with the identification number specified by the agenda. As you approach a poster, the preview will appear, so press 'X' to display in a full screen view. Each poster booth is a private area where you can interact with the poster presenter and people in the booth without interrupting conversations going on at other poster booths.

Some presenters may not be able to be present during the poster session due to time differences. The time each presenter can be present at the booth is indicated on each poster. There is also an information board in front of the poster room, so press "x" to check the available time of each presenter.

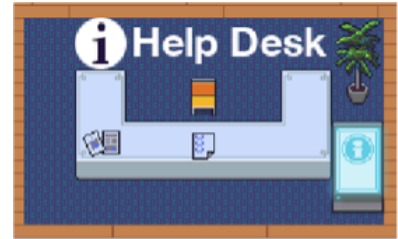


When viewing a full-screen image, by selecting the 'Presenter Mode' icon on the right of the image, you can click to point to a specific area of the poster. Everyone who has the image open will see a red circle where you click on in Presenter Mode.



### Help Desk

From 11:00-16:00(JST), staff from IWGGMS-18 secretariat will be available to answer questions, or just to chat at the Help Desk located just inside the venue. You can also find the staff from the Participants list in the control bar.



### Private Meeting Spot

For those who wish to enjoy conversation with a small number of people, there are five private meeting spots in the lobby area just before entering the poster rooms. Each spot is furnished with a few sofas or chairs, with a blue carpet underneath to indicate that it is a private area.



### Troubleshooting Checklist

- Refresh your browser.
- Switch to Chrome (or Firefox) if you are not using it already.
- Close any other applications or browser tabs.
- Disable any unnecessary browser extensions (or use Incognito/Private mode in your browser).
- Disable VPN/firewall or ask your IT to whitelist Gather.

If the above doesn't help, see: <https://support.gather.town/help/av-troubleshooting>