

How to navigate Gather for EPS Online – January 2022

Gather is an online platform with virtual spaces for people to interact effectively and more naturally.

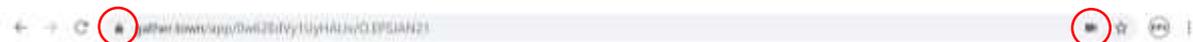
What you will need:

- A **desktop/laptop** with a **mic** and **camera**.
- A web browser (Chrome or Firefox is recommended).
- We strongly recommend using **headphones** to help prevent feedback.
- That's it! There's nothing to install, no software to download.

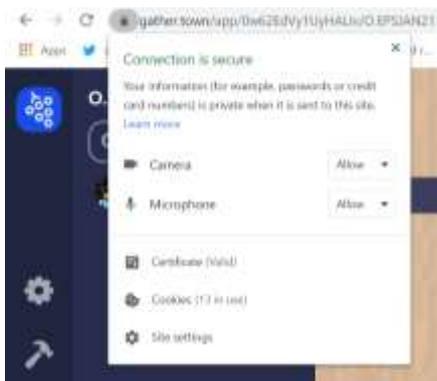
To join our space on Gather is free. There is a maximum occupancy of 200 in the space, so if you are having trouble entering the room, please wait a few moments and try to enter again as a space may have opened up.

When you follow the link (the same used for our meeting in January to our space for the July meeting) - <https://gather.town/app/0w62EdVy1UyHALiv/O.EPSJAN21> - you will first be prompted to input your name which will appear on screen.

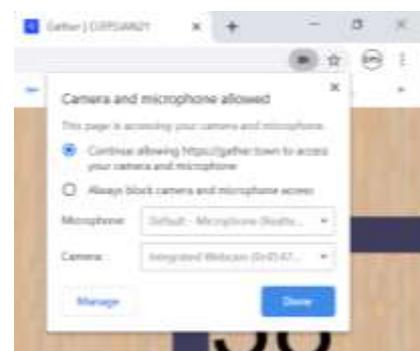
You may need to make sure your permissions allow your video and microphone to be used.



If you click on the padlock icon, you will see the below information. Make sure camera and microphone are set to allow. If you have to change these to allow, you may need to refresh your page for the changes to take effect.



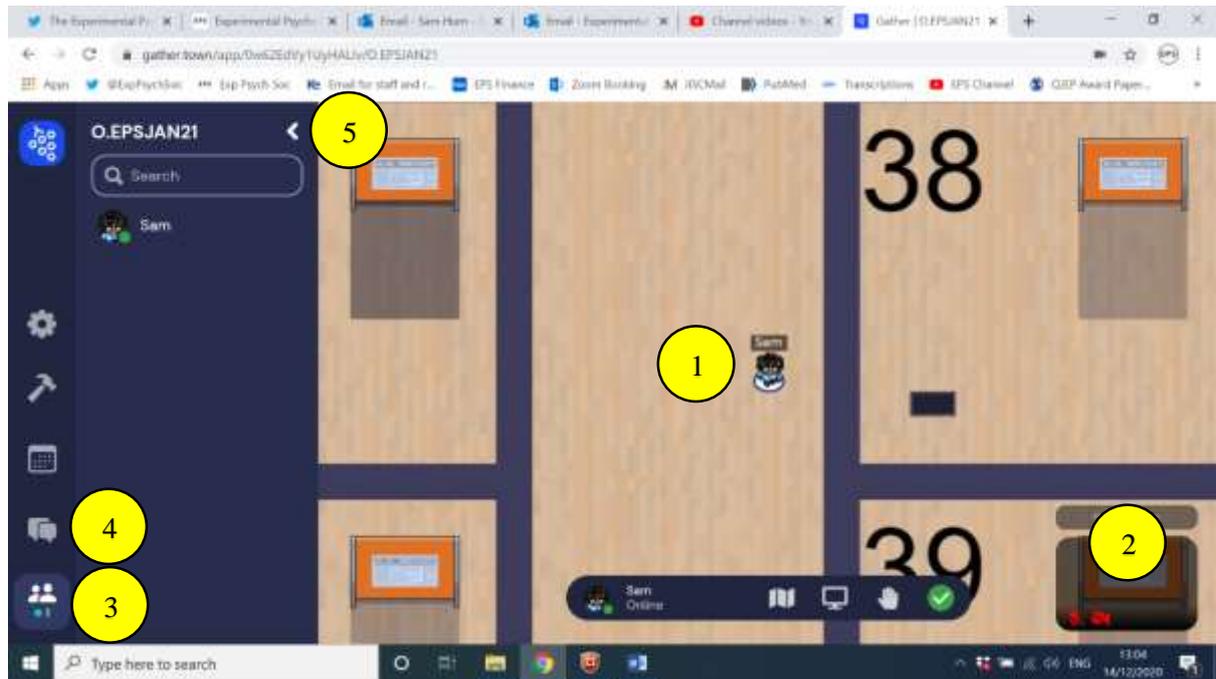
You can also click on the camera icon in the far right of the address bar, to see the below, and check that camera and microphone are allowed.



You will then be able to enter the space by clicking 'Join the gathering'.

If you have any technical difficulties refreshing the page will fix most things! If that doesn't work, try muting and unmuting your mic and camera in Gather and check if your browser has permitted camera and mic access. Additional troubleshooting can be found at <https://gather.town/video-issues>.

You will then appear in the space and see your avatar (1). In the bottom right of the screen will be your video and audio, which you can turn on and off (2). In the bottom left, you will see the participant's icon (3) which will tell you who else is in the space. Above this is the chat icon (4) where you can type messages if your video / audio does not work correctly. Click the small arrow pointing left to close the open tab (5).

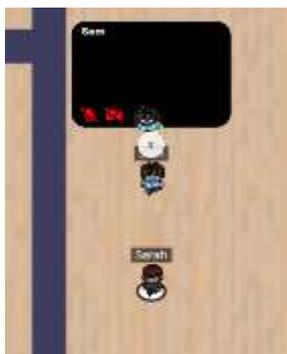


Move around the space by using the **arrow keys on your keyboard**.

As you get close to other avatars, their video will pop up and you will be able to chat. Conversations can be either one-on-one or small groups depending on how many people are around you and what you set your interaction distance to be. The largest option is 5 steps in any direction and it goes down to 1 step away.

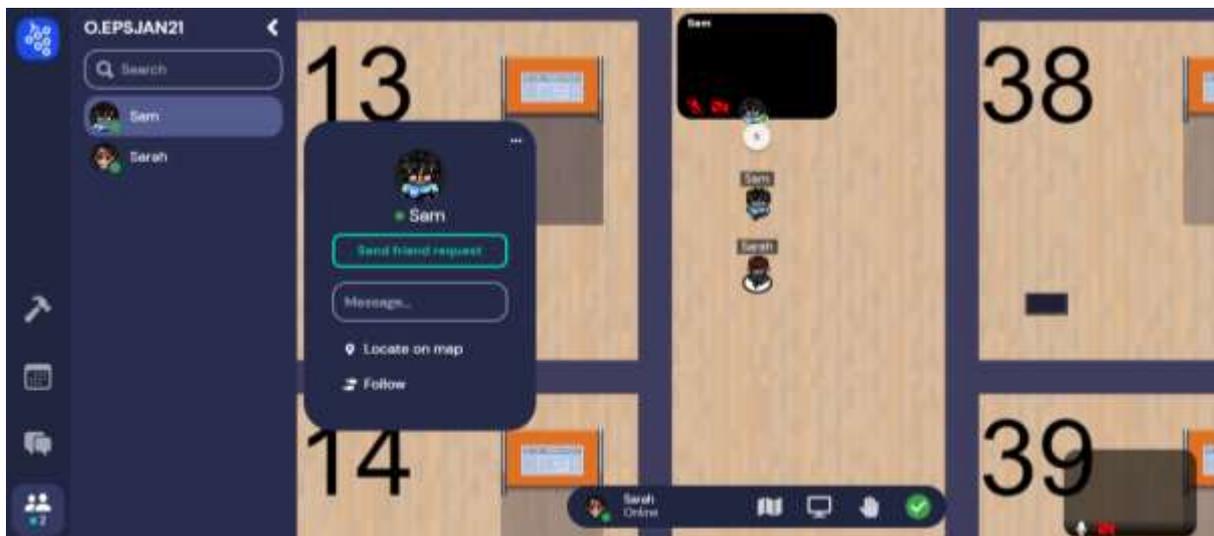
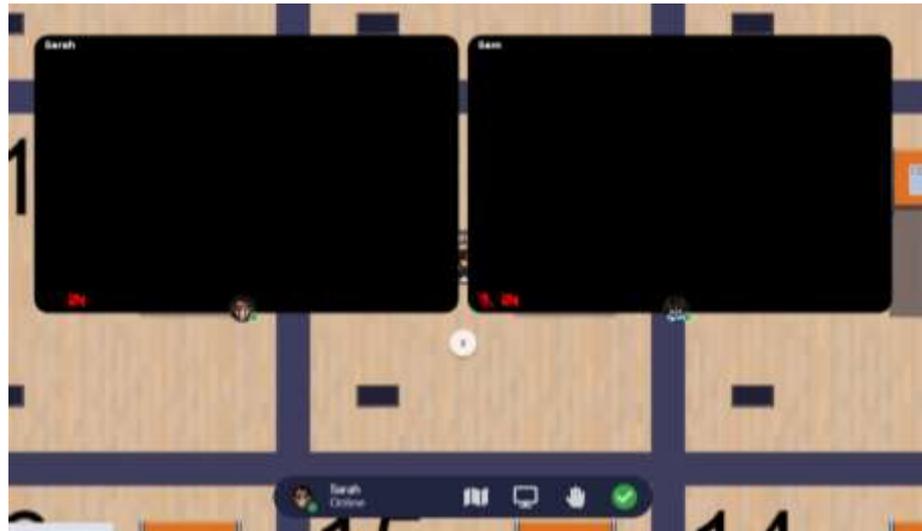
Want to **full screen someone else's video**? Just click on their video.

Talking to a group of people? Click the down arrows centered below the videos to shift into **grid view** and back again to normal view.



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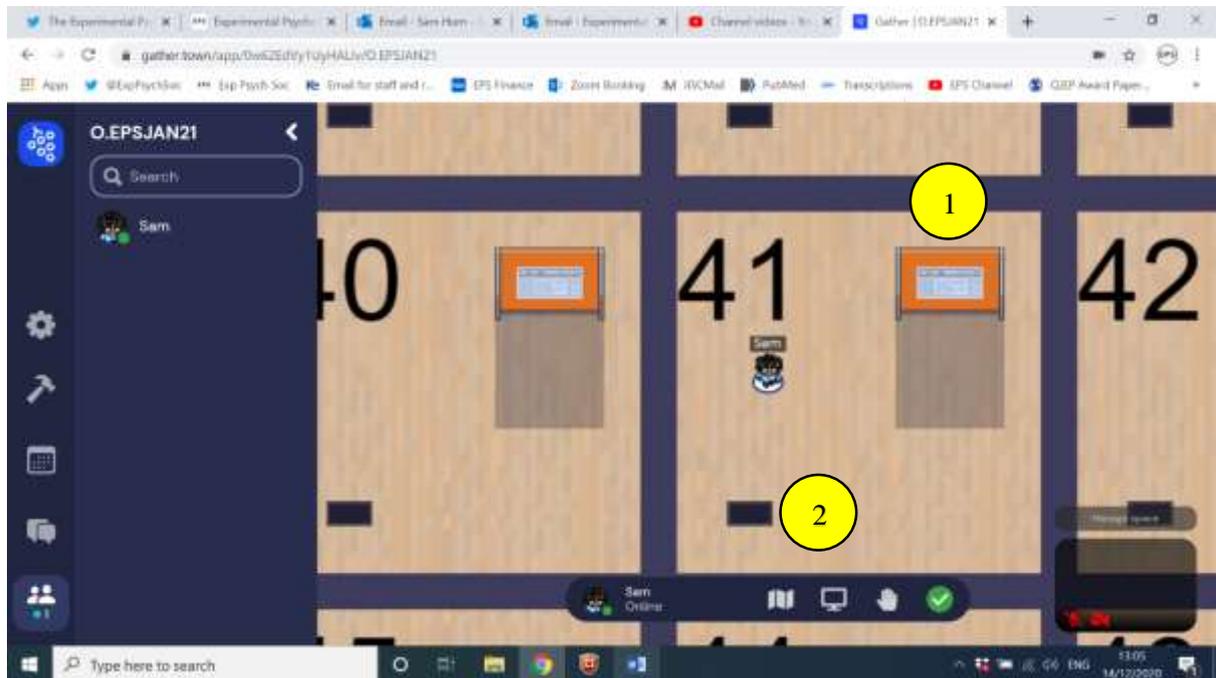
To find another attendee in the space, find their name in the participant list (3), click on them and then select “locate” and a line will appear from your location to theirs. Once you arrive, you can select “stop locating” on the right side of the screen.



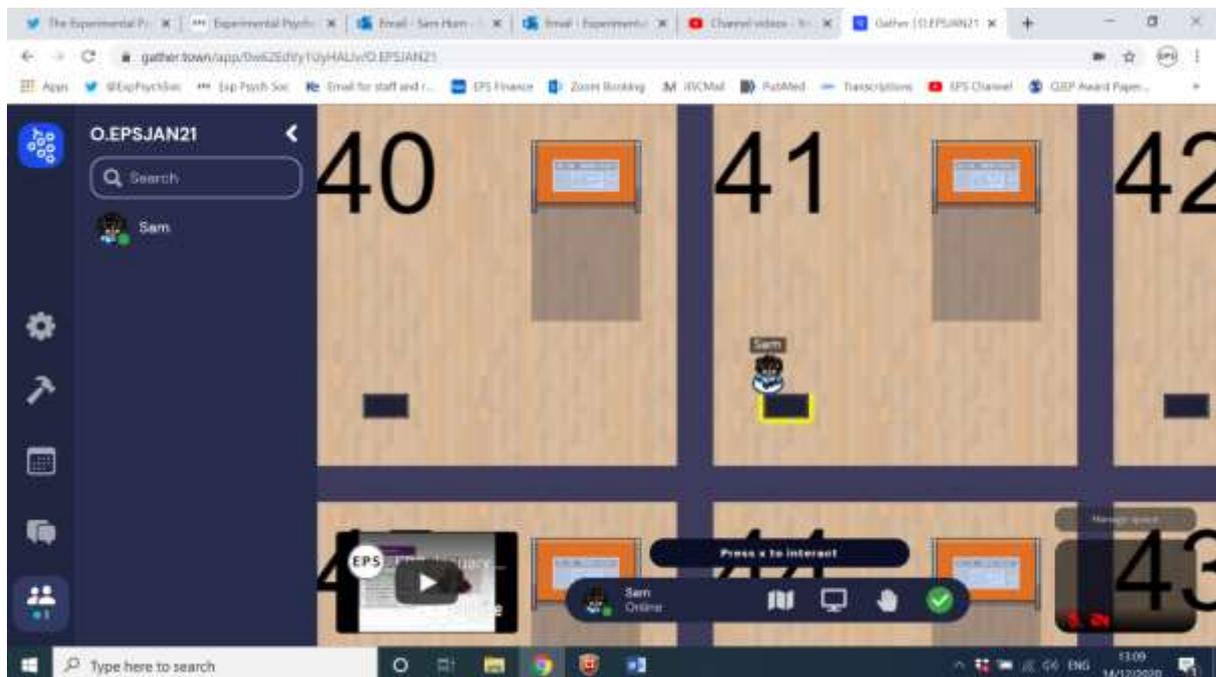
To private message another attendee, you can find them in the participant list and click their name. This will bring up the option to locate (for video based communication) or chat with the person (for text based communication).

Poster Sessions

Each poster is located within a numbered square and includes a poster board (1) and video screen (2). Each square is a private space, so you can only interact with other avatars within the square.



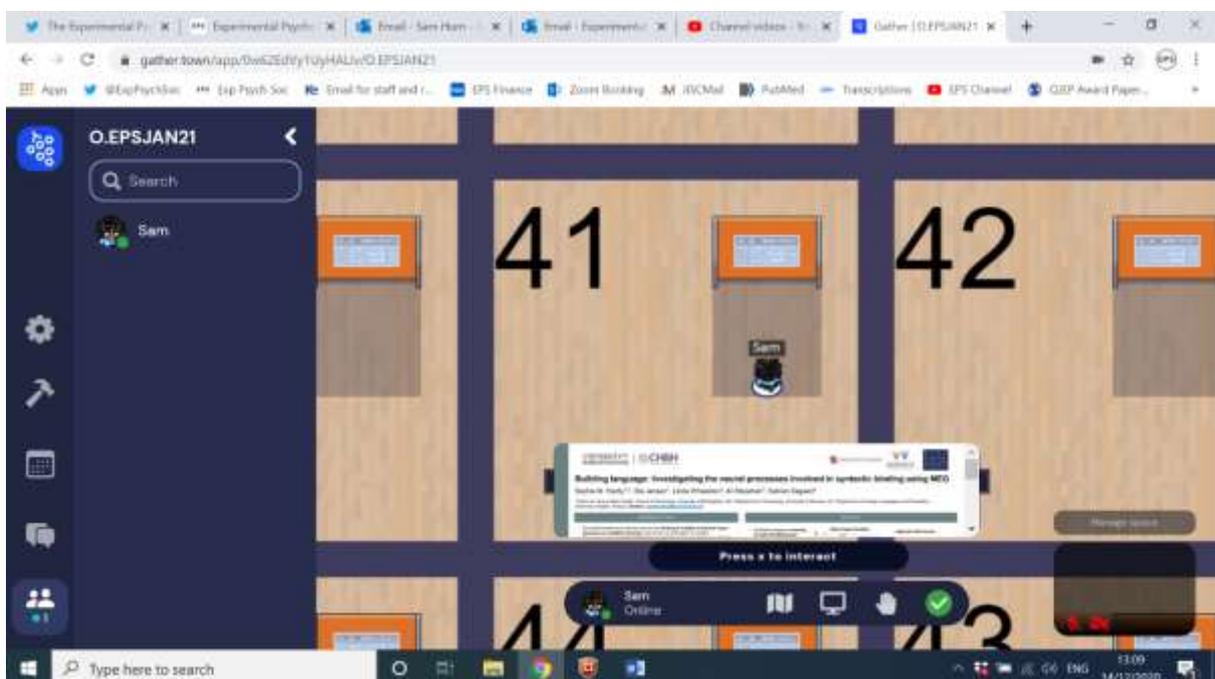
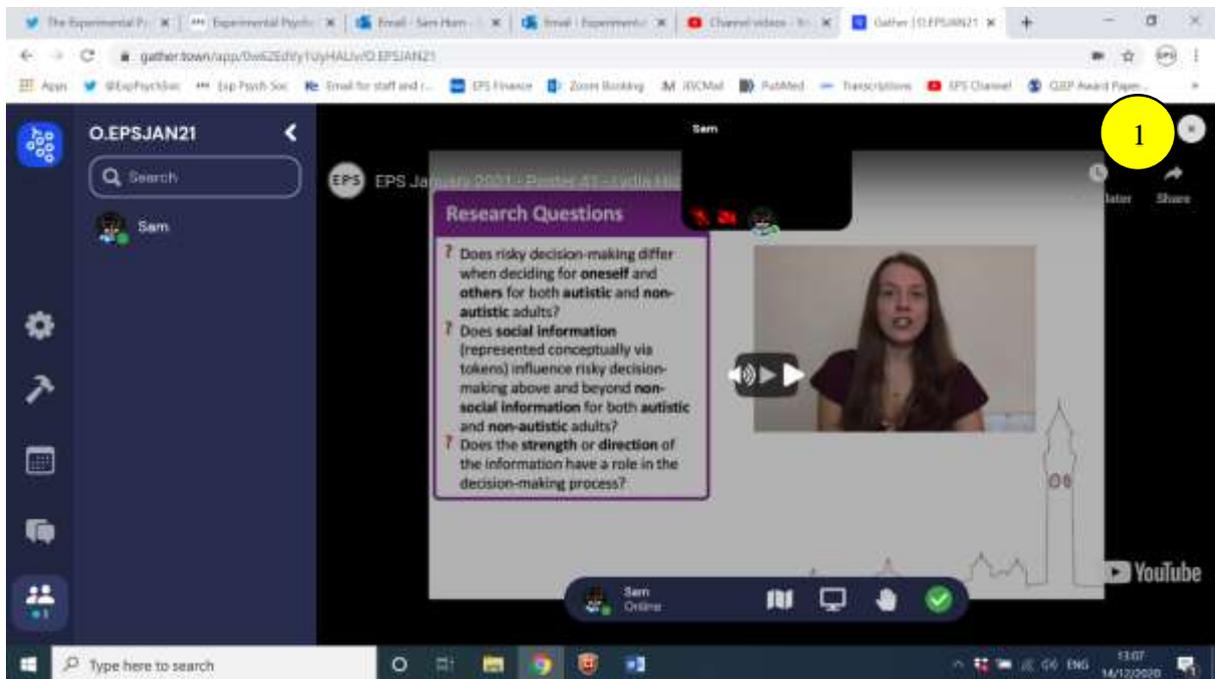
When you approach the video screen, it will have a yellow outline and a preview of the video will appear in the bottom left of the screen. You will be prompted to 'Press X to interact'. When you press X, the video will appear large on your screen, as seen in the image below.



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In this screen, you can only 'Play' or 'Pause' the video. There is currently no way of moving to a certain point in the video on Gather (this can be done on YouTube, but the video will not take you to YouTube). There is also an option to mute the video as it plays.

To leave this screen, press X again or click the cross in the top right of the screen (1).

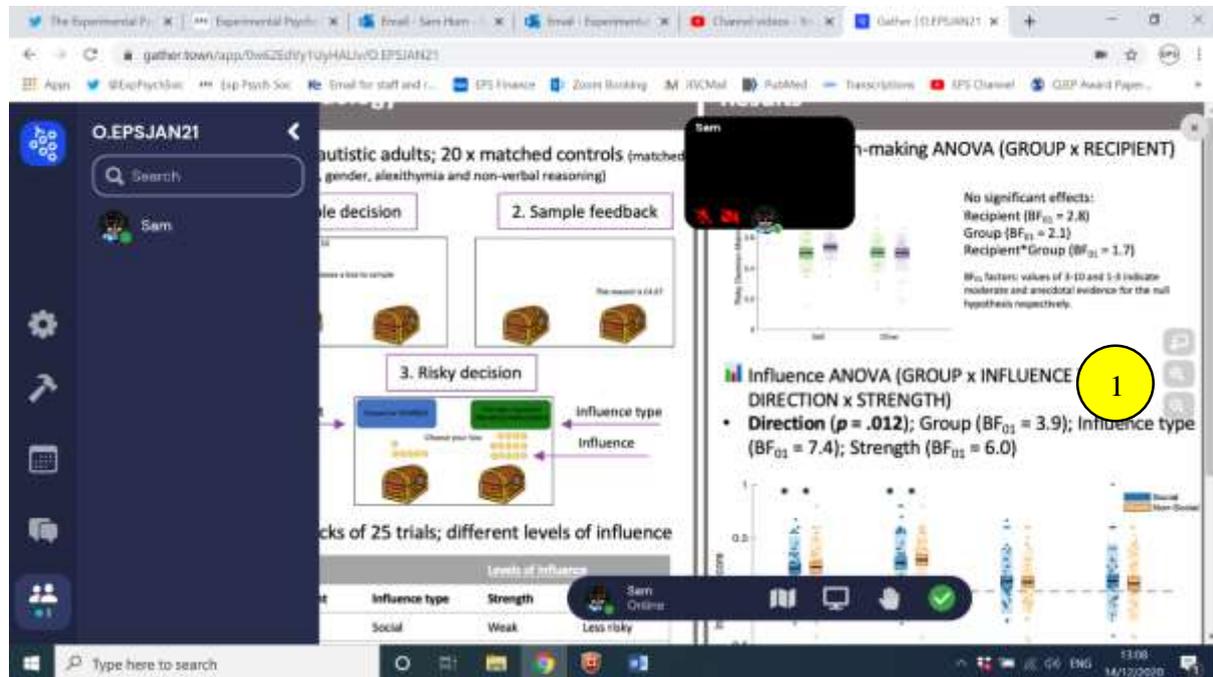


To view a poster, you will need to have your avatar located within the grey area in front of the poster board. A sample of the poster will appear (on some posters, the sample image may be the Gather placeholder) just above the prompt 'Press X to interact'.

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This will make the poster appear large (may take a few seconds to appear, do not be alarmed if the wrong poster appears at first!). On the right hand side, you can zoom in and out using the magnifying glass icons (1). Once you have zoomed in, left click and hold to move around different sections of the poster.

To leave this screen, press X again or click the cross in the top right of the screen.



Other Useful Icons



Change your **avatar** character and clothing



Mini map to preview the space you're in (see image below)



Opens the **settings** menu:

- Change Name
- Change Audio/Video Devices
- Respawn button to return to start

