## Gather Town instructions – vEAPL2021

Welcome to our Gather Town hub, in which we host the poster session and the social events. You can also attend all other sessions directly from this platform.

1. Go to <u>https://gather.town/app/aW6nxtsrh56fmqrD/vEAPL2021</u> and use the password vEAPL2021 when prompted.



2. Build an avatar according to your wishes.

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| Body Clothing Accessories                          |        |   |   |   |   |   |   |   |
| Skin Hair Facial Hair                              |        |   |   |   |   |   |   |   |
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3. Enter your full name (as it would appear on a name tag) to join, so others can identify you.

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|  | Linda Geven     Autor     Name your character     Pick a name for your character - don't worry, you'il be able to cusomize it affort     Linda Geven     Linda Geven     Back     Finish |    |   |   |     |      |   |   |

4. Select your devices such as your camera and microphone. Click on "Join the Gathering".

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|                                   | Welcome Linda<br>Geven!       Image: Comparison of the second<br>Second of the second of the s | Camera   Camera   Anternal Microp_   Anternal Speak_   Anternal Speak_   Anternal Speak_   Anternal Speak_   Anternal Speak_   Anternal Speak   Anternal Speak |             |   |     |    |   |   |   |

5. Upon entry, a window will open with the message "Welcome to Gather". It shows a the tutorial, which you can watch or skip, if you'd like.



6. You now see our vEAPL2021 space. You can add your affiliation and country, by clicking on your name on the bottom of the screen.



7. Upon entering in the vEAPL2021 space, you will arrive in the lobby. Here you can find the program, the map of our Gather Town environment, as well the portals to all rooms. You can interact with objects by pressing 'X' on your keyboard.



- 8. Use your mouse or keyboard to walk around the space. You will be automatically connected by video and audio when you are in certain proximity to someone else.
- 9. By standing on one of the colored tiles in the 'help desk' area, you can talk to a moderator. We will help you find your way!
- 10. On the right side of the screen you will find the chat function. You can either chat with everybody in that room, or just to the people who are nearby.



11. Also on the right side of the screen, a list of participants will appear. You can also search for the participants you would like to interact with. Either by sending them a chat, or by pressing 'locate on map'. A direction line will show up, just follow that to reach the desired participant. Please do <u>not</u> use the 'follow' option, as that will take you through all interactions and objects that cross your path.





12. Go to our 'outdoor space' to mingle with others. Here you can find 'private areas'. If you are on this area, you can talk directly to the other people on the same colored circles, while nobody around you can follow the conversation. Perfect for a brainstorm session with a colleague you haven't seen in a while! You will also find the 'dance floor' here, which tells us you are keen on meeting new people in the association. You can *actually* dance using 'Z' or at home behind your desk.



13. You can join all meetings, for example the keynote sessions, by going to the right area in Gather Town. Upon sitting on a chair by pressing 'X', you will be automatically redirected to the Zoom call.





14. All posters are available throughout the conference, yet the presenters will only be present during the designated poster session. Go to the poster room to find all posters. You can walk around freely and search for the posters by either their number, or the name of the presenter. If you reach a poster, you will automatically see the preview. Upon pressing 'X', you will see the full poster.



15. On the right of the poster, there are two small buttons. You can either highlight something by clicking on the upper button, and on the specific location of poster. This will be seen by everybody. You can also zoom in on a certain figure, by pressing the lens button. This is only applied to your personal screen.



16. Now you also want to interact with the presenter of course! Stand on one of the colored tiles to connect to the presenter and others in this private area. You can now see and hear everybody standing by this poster on a colored tile. Upon pressing 'X' you can see the poster in full size.



17. If you need help, send us a chat or come to the 'help desk' area. If you get stuck, use the 'respawn' option to return to the starting point.



18. Happy conferencing!