



# Disruption, Crisis and Continuity in Religion

4<sup>th</sup> July to 6<sup>th</sup> July 2022

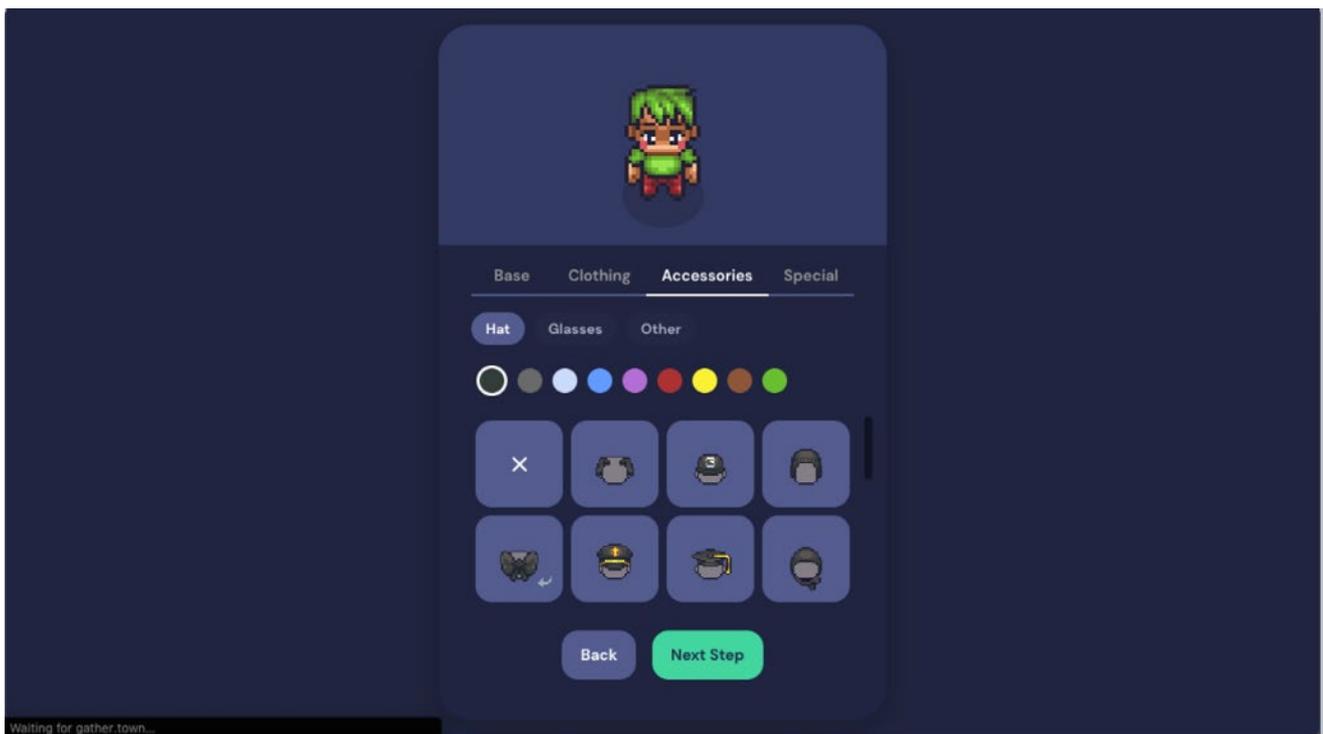
USER HANDBOOK QUICK START GUIDE



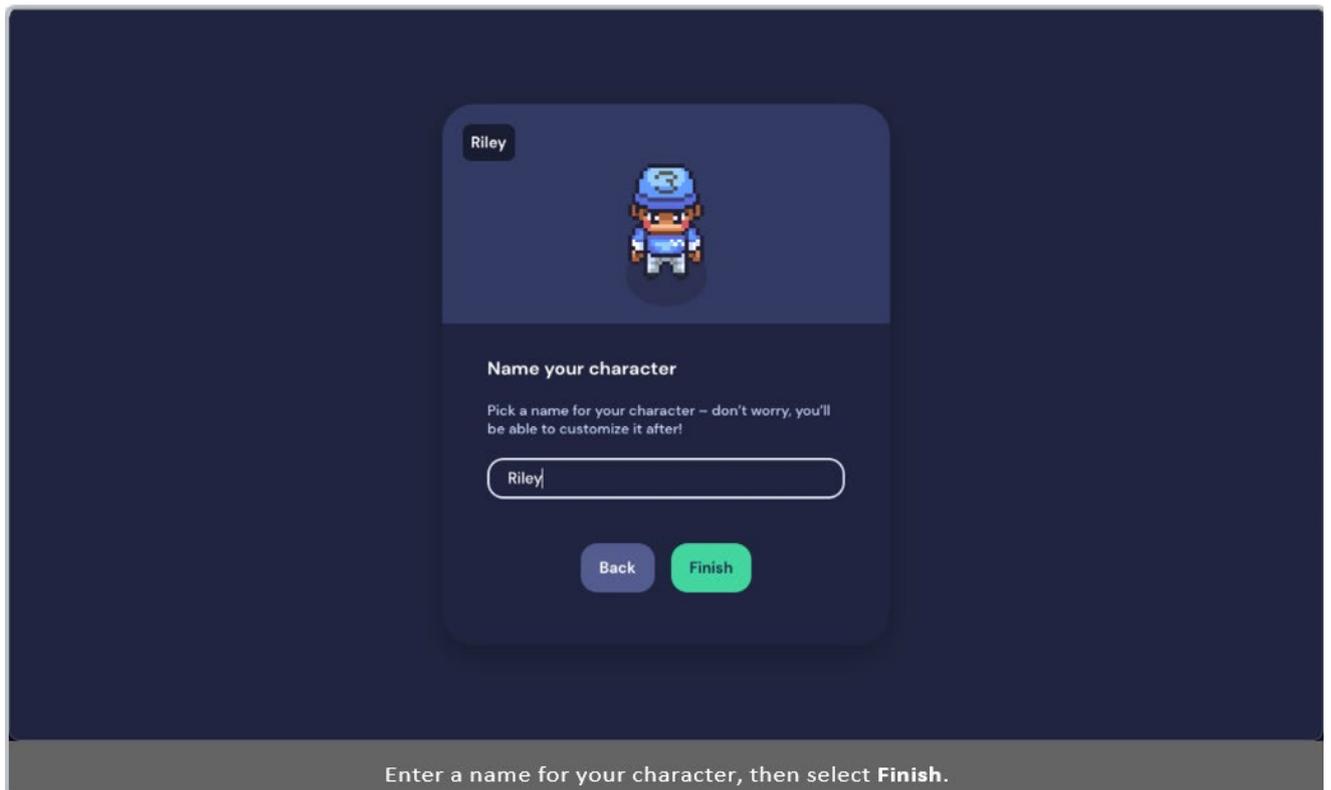
# Customize Your Character

When you first visit a Gather Space, you get to choose your avatar, the digital character that represents you in the Space.

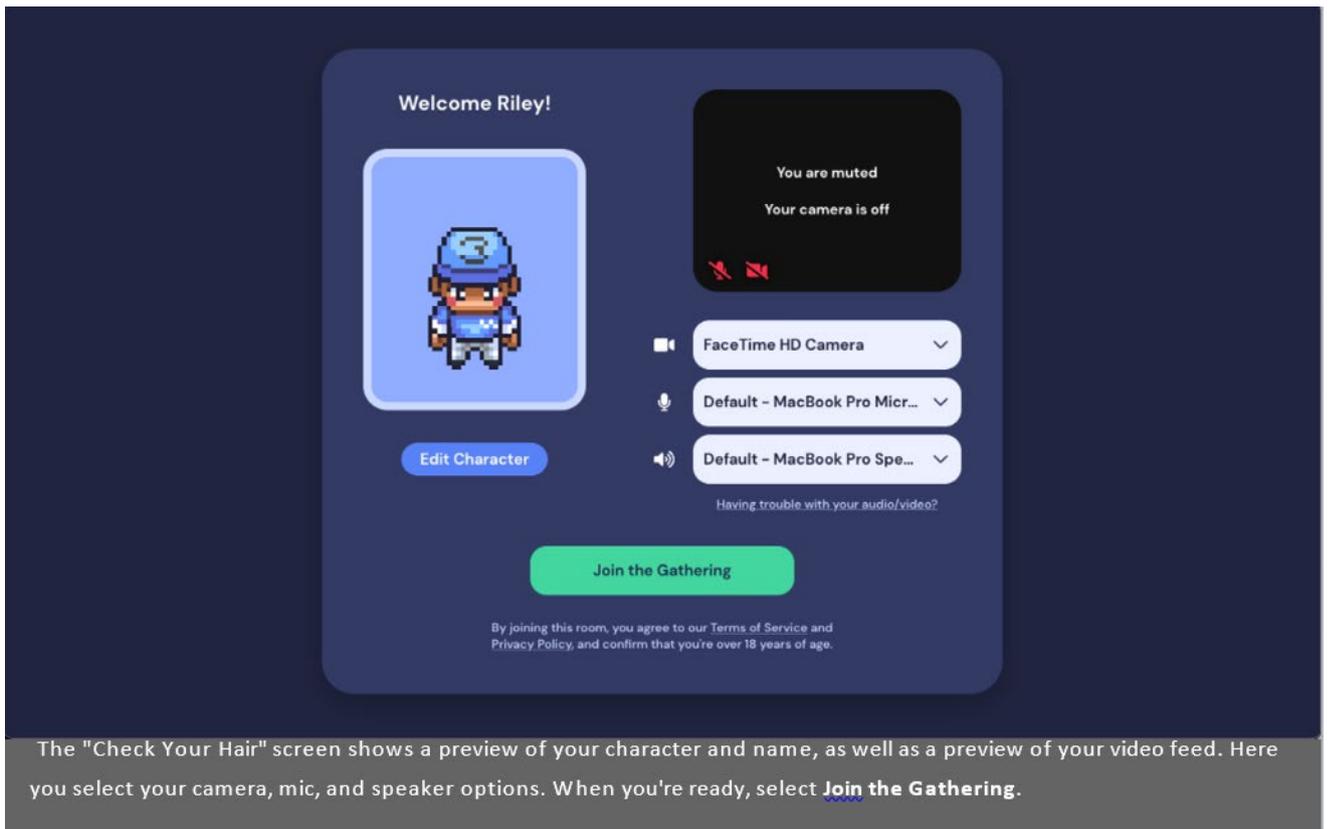
**Note:** Select the **Special** tab to find seasonal costumes and other limited-time characters!



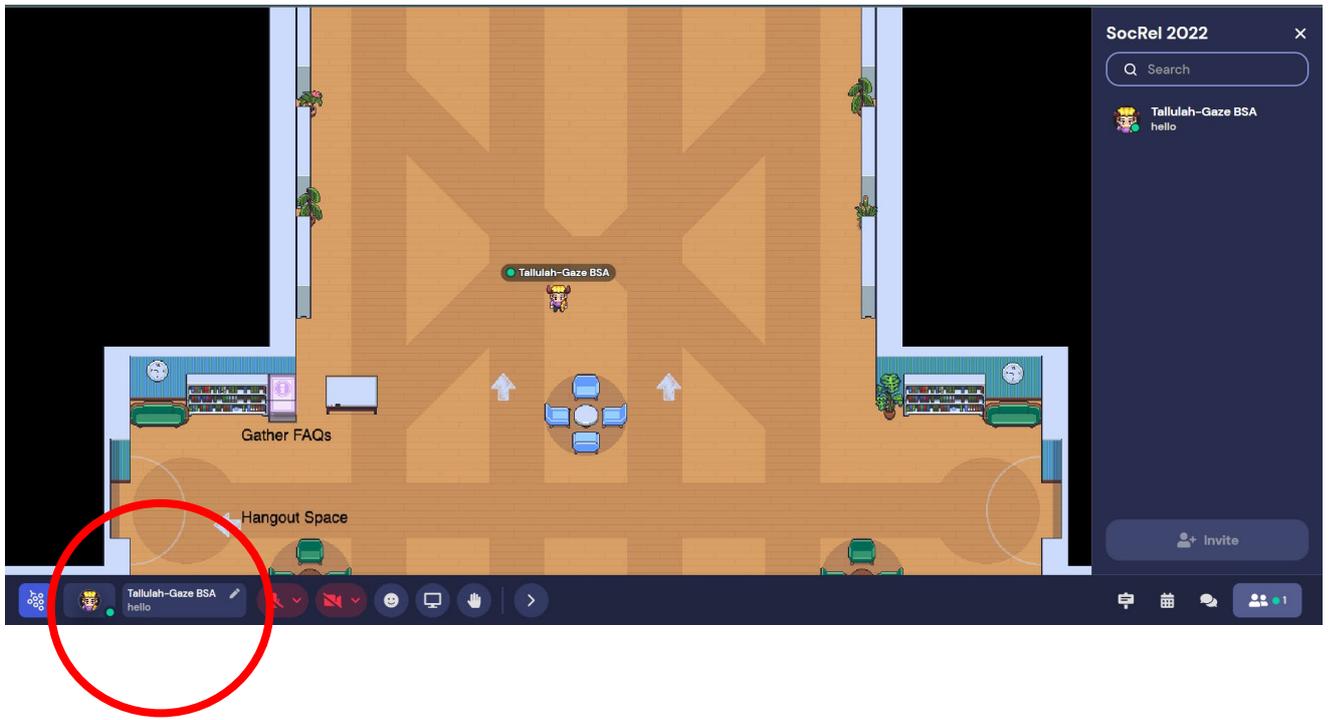
When you've picked the perfect details for your body, clothing, and accessories, select **Next Step**. Enter a name for your character. For clarity, please include both your first and surnames (if you commonly use both names).



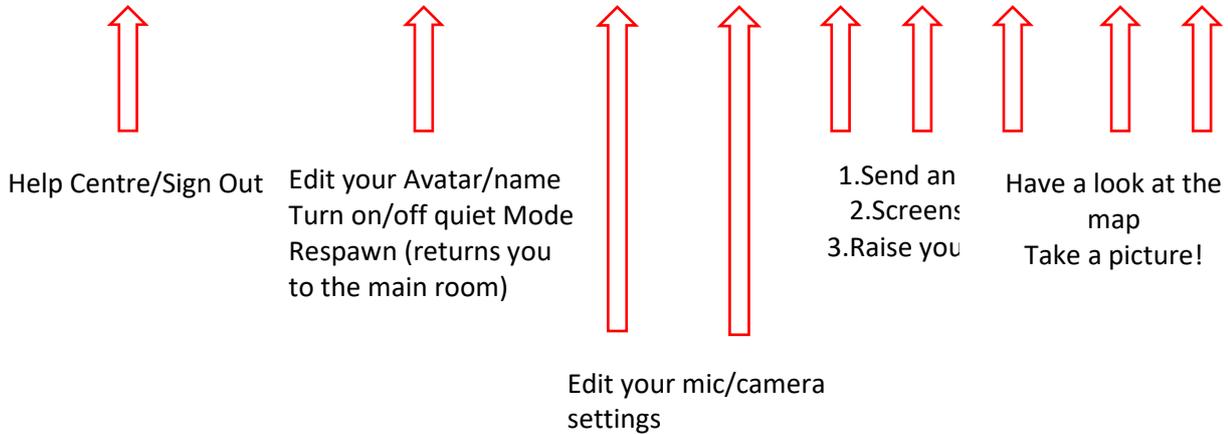
When you're satisfied with your character and name, select **Finish**. The **Check Your Hair** screen (as Gather calls it) displays a preview of your character and a preview of your video feed, with the input/output options for your camera, mic, and speakers. When you're ready to continue, select **Join the Gathering**.



You can change your name/design of your character at any time by clicking on the pencil at the bottom of your screen (pictured below).



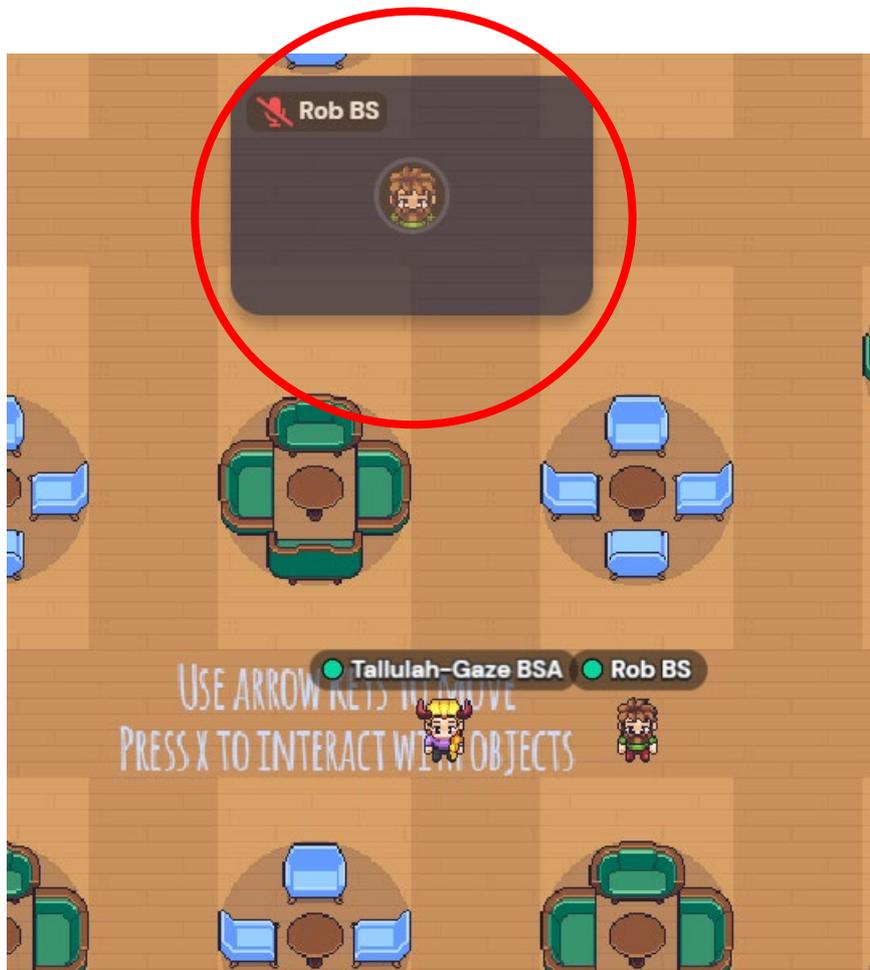
From this bottom menu you can also:



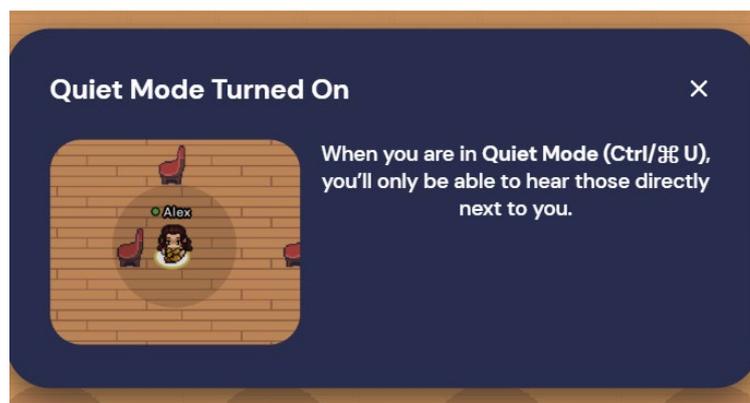
## INTERACTIONS

The Gather space attempts to be as interactive as possible. To interact with other colleagues you simply have to walk up to them. As you get closer the camera will appear automatically as will theirs, simulating real life conversation!

If you walk away from them the camera will fade and disappear.



## Quiet Mode



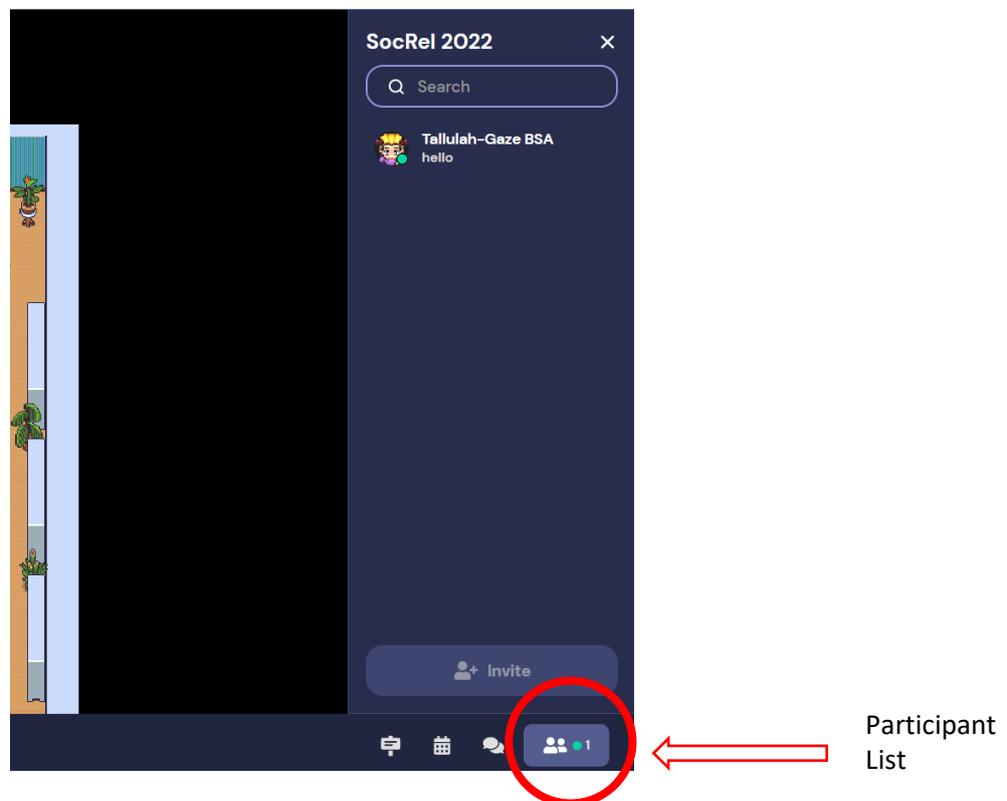
## Explore the Space

You can easily move through Gather on a keyboard using the **arrow** keys on your keyboard. You can also navigate using your mouse by

double clicking on a spot on the Map to walk to it. It is advisable that you use a laptop/desktop computer rather than a phone or tablet for the best experience.

## Find Others

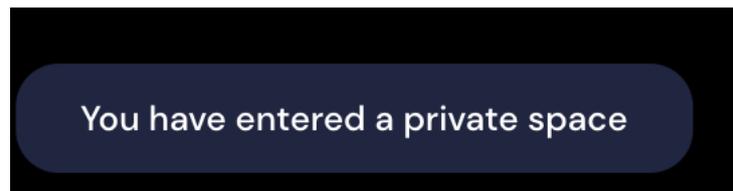
To find someone on the Map, you can view the **Participants List**. Select a person's name, then choose **Locate on Map** or **Follow**. **Locate on Map** will display a dynamic line that will lead you to wherever the person is. **Follow** will automatically move you in the Space to the person and will attach you to them so they can lead you through the Space.



You can also right click (or two-finger click) on anyone in the Space to open a context menu for that person. This menu lets you move to them, follow them, request to lead them, or send them a message. Messages will appear as private messages in the chat panel.

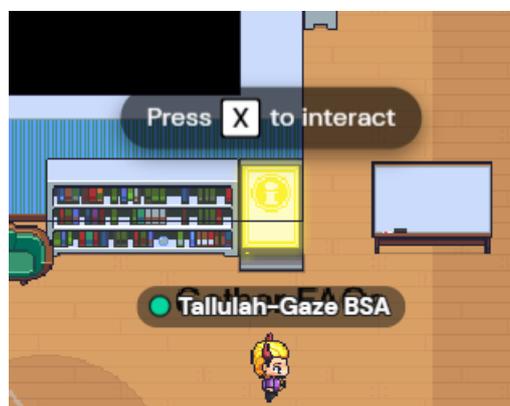
As you move closer to another participant, their webcam will gradually appear based on your proximity, and likewise their microphone will become audible. Thus you can naturally strike up conversations just by approaching people.

Another option for conversations is **Private Spaces**. These are spaces in which all of those within the private area can see or hear one another regardless of proximity, while those outside of the private area cannot. When you enter a private space you will receive a notification at the bottom of your screen, and the rest of the space outside of the private space will dim slightly.



## Interactive Objects

If you walk up to an object and see it glow yellow, the object is interactive. A message displays next to the interactive object that reads "Press **x** to interact." (It may display more specific text, depending on the type of object and whether the object has a custom prompt message.) Just press the "**x**" key to engage with the object.



This function can be used to interact with things such as the posters, the programme information and the games room!

You can close the interactive object by pressing the "**x**" key again or clicking the "**x**" at the top right of the window or iframe.

The "**x**" key will also enable you to move through doors where necessary, including for the Keynote room.

## Leave the Gather Tab

By default, **Auto Idle Muting** is turned on in your **User Settings**. This means that when you click on a program or browser tab outside of Gather, your microphone will automatically mute, and your video will automatically turn off. They will turn on again when you return to the Gather tab. Your avatar will remain visible in the space throughout.

## Leave the Space

When you're done using Gather, all you need to do is shut your browser tab. If you have created an account and signed in, you can sign out by clicking the **Gather menu**, then selecting **Sign Out**.

## Keyboard Shortcuts

**(g)** - Enter ghost mode and walk through other participants.

**(x)** - Interact with an object.

**(z)** - Make your avatar dance.

**(f)** - Shoot confetti in the air. (**Note:** This mode is in testing and is only available to a limited number of users.)

**(Esc)** - Close interaction (e.g., close minimap, close object interaction)

**(Ctrl/⌘ + P)** - Open Settings.

**(Ctrl/⌘ + Shift + A)** - Turn personal mic on/off

**(Ctrl/⌘ + Shift + V)** - Turn personal video on/off

**(Ctrl/⌘ + U)** - Turn on/off quiet mode (events Spaces) or do not disturb mode (remote work Spaces).

**(Ctrl/⌘ + Shift + D)** - Turn on/off debug mode.

**(Windows key/Control + N)** - Turn on network diagnostics

While you are in a Space, you can press the keys 1-6 to emote! (You can also customize Emotes 1-5.)

1 - Wave

2 - Heart

3 - Party popper

4 - Thumbs up

5 - Question mark

- 6 - Raised hand
- 0 - Clear emojis

For more information you can look to the FAQ's online (at <https://support.gather.town/help/getting-started>) or Rob's tutorial Video here: <https://www.youtube.com/watch?v=p0y4BJGEXFs>

