Gather.Town for the SCS Spring Meeting 2021

Introduction

Gather.Town is the interactive networking platform we are using for the online SCS Spring Meeting 2021. The platform allows you to interact with other participants on a 1:1 basis. You can move around with your avatar and approach other participants. If you get close to them, the camera and microphone will turn on and you can start the conversation.

Joining Gather.Town

Step	Action
1.	Go to the conference platform on https://sm21.scg.ch/gathertown. Best results provide the browsers Chrome and Firefox. Please note that the application is not fully compatible with browsers like Safari a.o. They may cause distortions of the graphics. Gather.Town also provides a desktop version of its platform that can be downloaded on their website.
2.	Create your individual avatar and permit the use of your camera and microphone.
3.	**Enter your name.** Please include your first and last name.
4.	Click on the botton "Join the Gathering"

Using Gather.Town

Step	Action
1.	Move around the location using the arrow keys on your keyboard.
2.	Experiment with the controls in the left side bar: a. **Settings**: change your name and video quality. b. **Set busy status**: setting to "Audio Idle muting" will mute your audio and video if you are away from the tab Gather.Town tab. (middle bottom bar) c. **Quiet Mode**: Click it (or Ctrl+U) to change how close someone's avatar needs to be to yours in order to interact with you. Interact: d. **Screenshare:** The conference manager will give you permission (this option will be activated for speakers and chairs only). e. **Give a symbolic Feedback**: Click on the emoji in the middle bottom bar to raise your hand. f. **Mute Video**: turns your camera on and off. g. **Mute Audio**: turns your mic on and off. h. **Minimap**: shows the whole location in a small icon.

		i. **Change Character**: lets you customize your avatar.
3.		Chat box: Click on the Chat box in the left side bar and choose whether you want to: a. **Local Chat** - chat limited to those within your interaction zone b. **Global Chat** - chat across all rooms of a space (if there are multiple rooms)
4.		

Conference Procedure

Step	Action
1.	You enter the conference location in the virtual Foyer with virtual booths of our exhibitors and the SCS info desk analogue to a real conference. Please have a look at the minimap for orientation. The virtual venue provides: a. The SCS information desk, where organizational concerns are addressed b. Virtual exhibition booths c. Lots of private spaces where you can talk one on one with someone. Once you enter a private space, only people who are also in this space will hear and see you d. Two breakout rooms at the top of the map e. As a central point the conference hall, where the lectures will take place
2.	With the start of the conference (09:30am) participants are asked to enter the lecture hall and take a seat. Lecturers will then enter the podium and present by sharing their screen. (As a speaker please make sure to permit gather.town and your browser respectively the screensharing option in the configurations of your device.) a. You are not allowed to talk during the lectures, analogous to a real event. b. During the presentation you can zoom in to enlarge the shared screen. c. Questions can be asked via chat function or at the end of the lecture by raising your virtual hand
3.	During the short breaks and lunch time it is up to you to interact and network with participants in the foyer, whether it's at the virtual coffee bar or in a breakout room.
4.	When you approach an interactive element, a yellow frame appears. Press 'x' to activate the content and close the window to return to the conference location.

Mimimap of the Conference Location

Breackout room 1

Breackout room 2

Breakout Room 1

Breakout Room 2

Lecture Hall

Virtual Exhibition

Entrance/Foyer