

GLEON Meeting Gather Town Tutorial

Link to GLEON virtual meeting video tutorial:

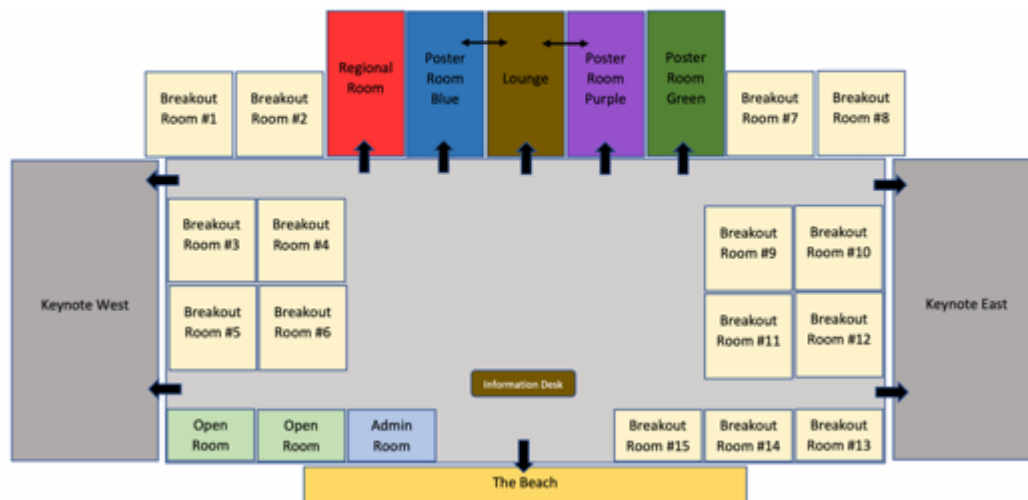
https://www.youtube.com/watch?v=WOQmm_iuKFw

Link to Gather Town official tutorial material:

<https://support.help.gather.town/articles/1982412443-getting-started-guide#join-a-scheduled-meeting-70>

Map of GLEON virtual meeting space:

Welcome GLEON's GatherTown Meeting Space!

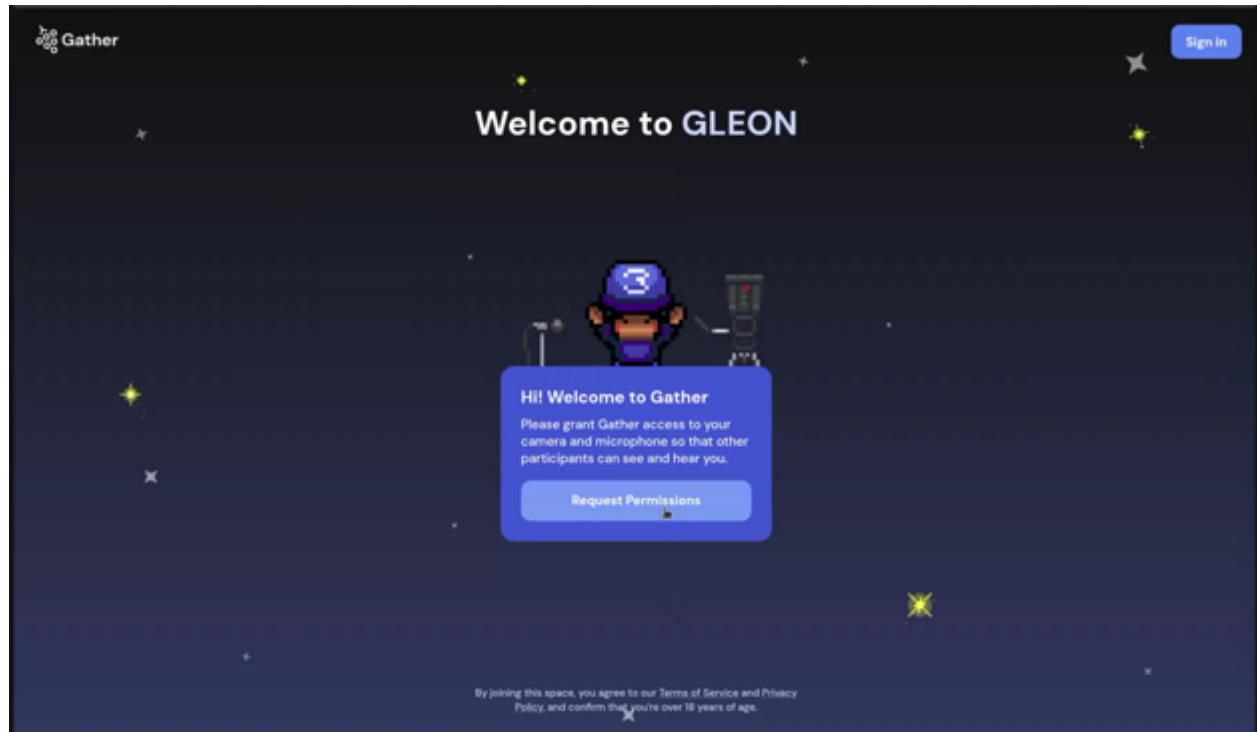


- Breakout Rooms: Where the working groups will meet.
- Keynote East: Where we meet for Plenary Sessions. Walk into this room and then you can access the Zoom link to join the Plenary Sessions.
- Regional room: Where regional meetings happen.
- Poster room blue: Where you can find the posters.
- Beach: Where you can interact and chat with other people in a nice setting.

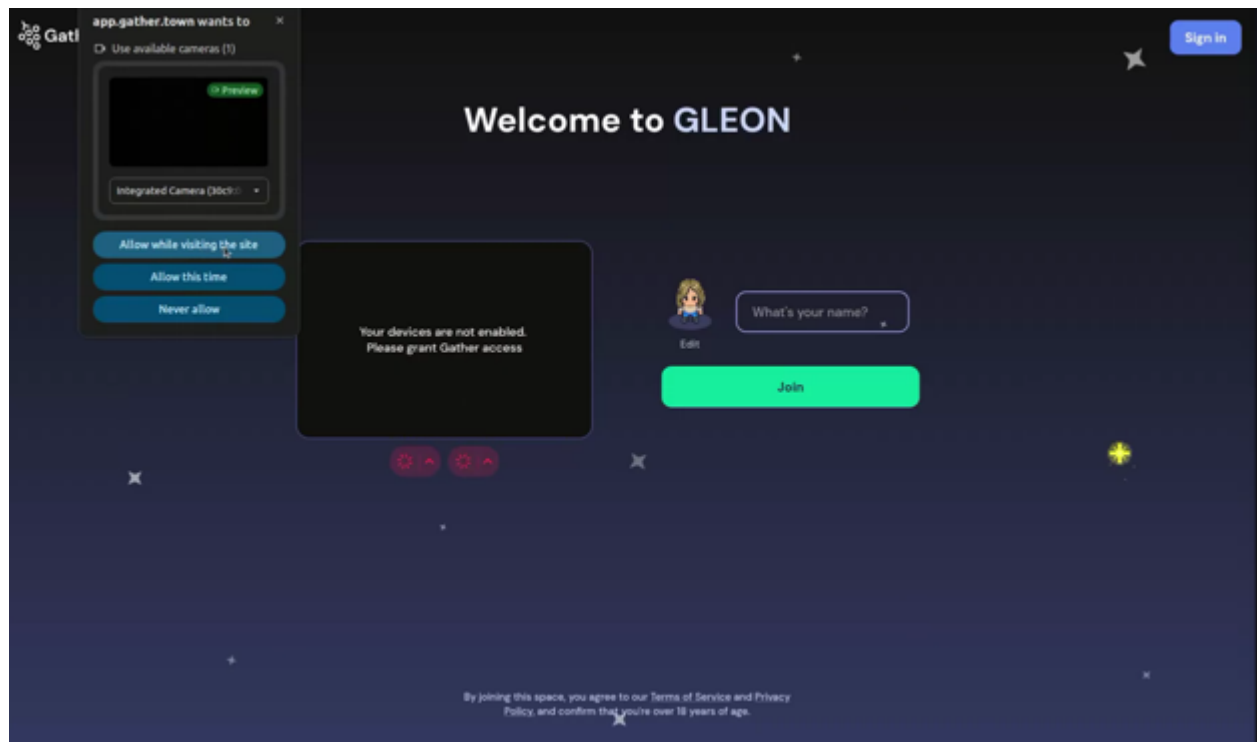
!Tip : If you use GatherTown from a smartphone or a tablet you will have limited interactivity. For the best experience, please log into GatherTown on a desktop or laptop computer and use Chrome or FireFox web browsers.

Step 1: Setup your device to work in the virtual meeting.

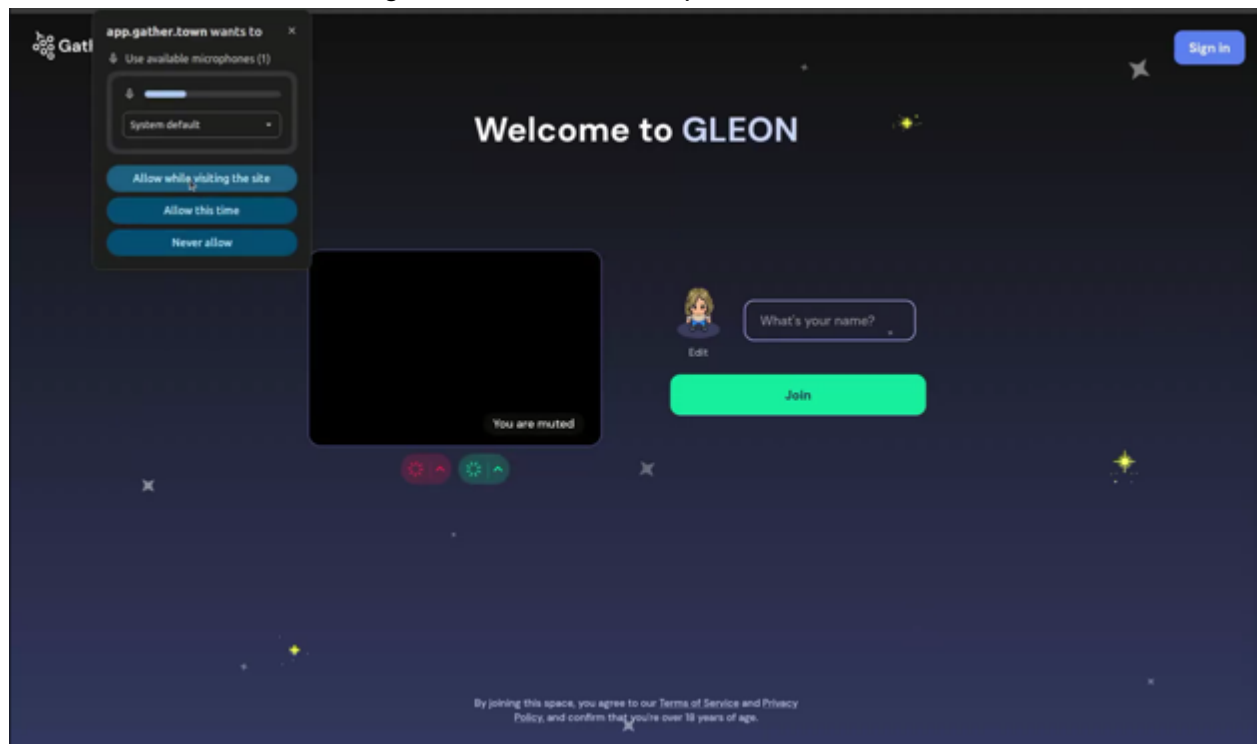
After clicking on the link to GLEON gather town, you will first need to click on Request Permissions to allow the microphone and camera to be turned on during the meeting.



In the next window, click “Allow while visiting the site” for the camera inside the little popup window.



Then click “Allow while visiting the site” for the microphone.



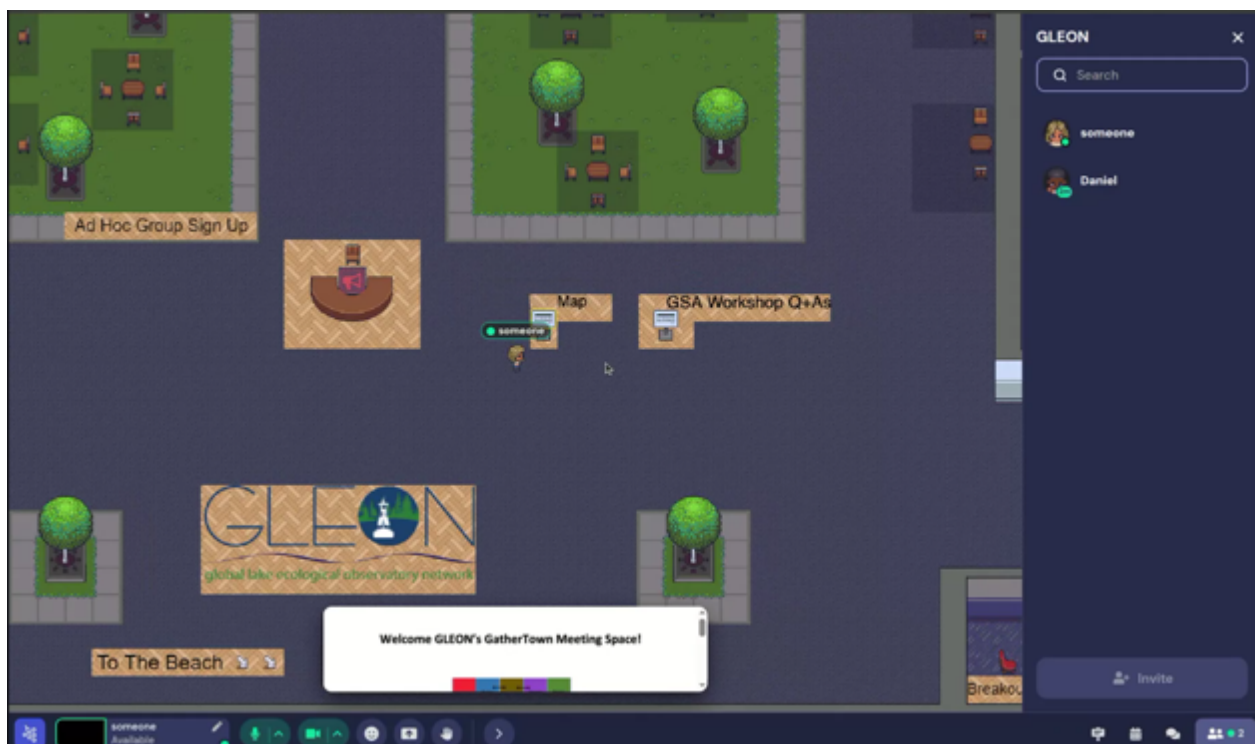
You can then personalize your avatar if you wish to and enter your name, before clicking “Join”.

Well done ! You are now inside our GLEON meeting, welcome !

Step 2: Moving around and interacting with objects and people

In order to move your avatar around, use the arrows on your keyboard.

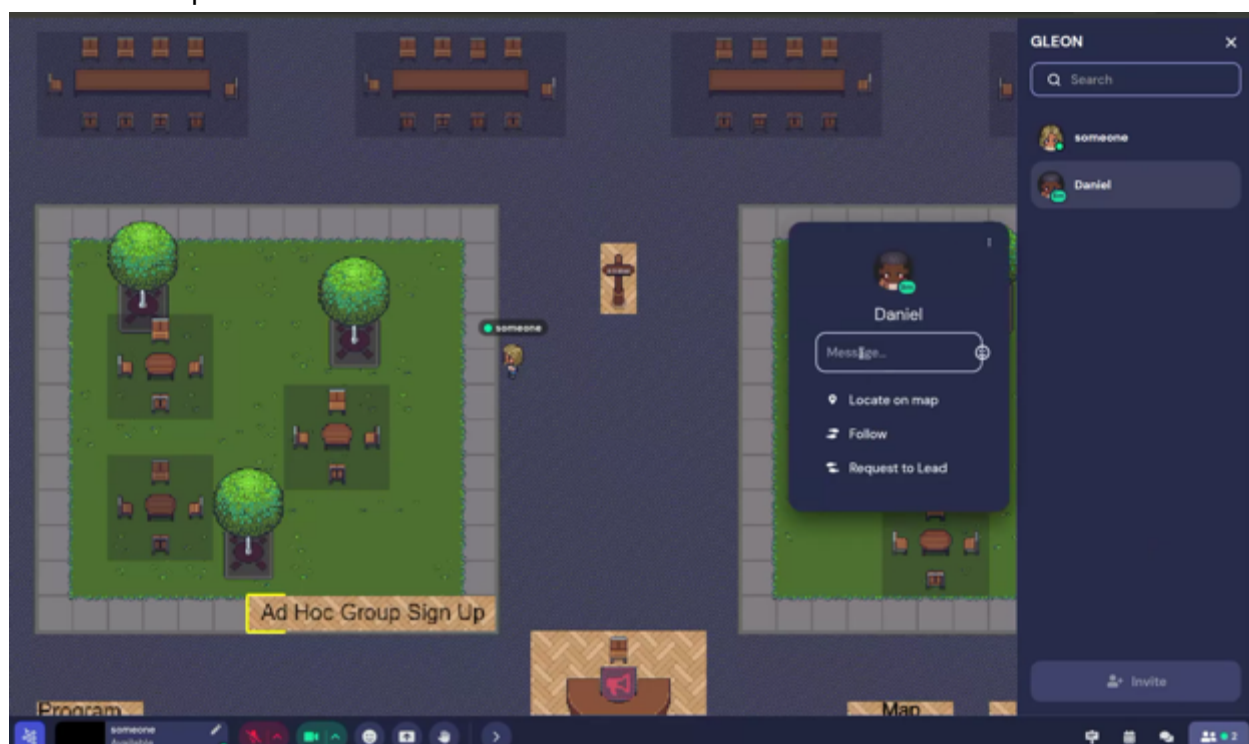
There are multiple objects you can interact with in the virtual space. If you get close to an object, press X and a window will open. Here at the entrance, you can find a map of the virtual space. You can also find the GLEON Meeting Code of Conduct and the detailed Program Agenda nearby.



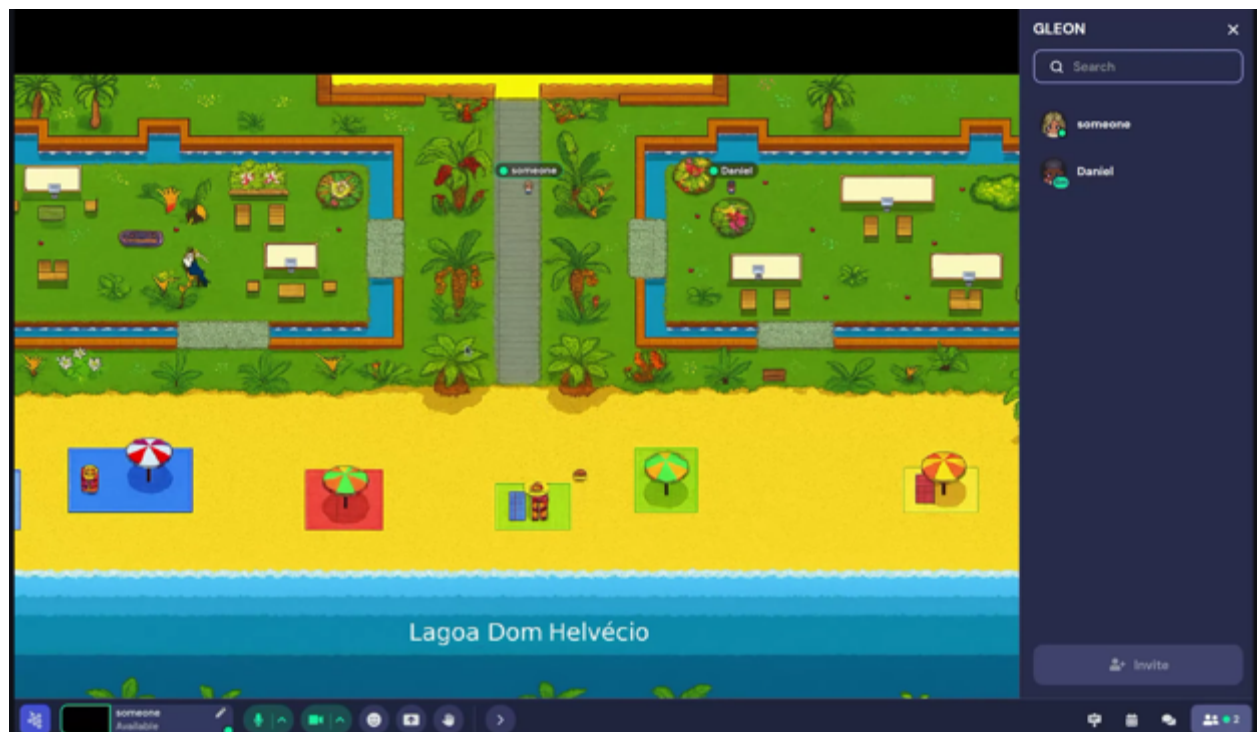
If you want to enter a room, simply walk inside with your avatar. Once you are in this room, you will be able to interact privately with only the people inside of the room.



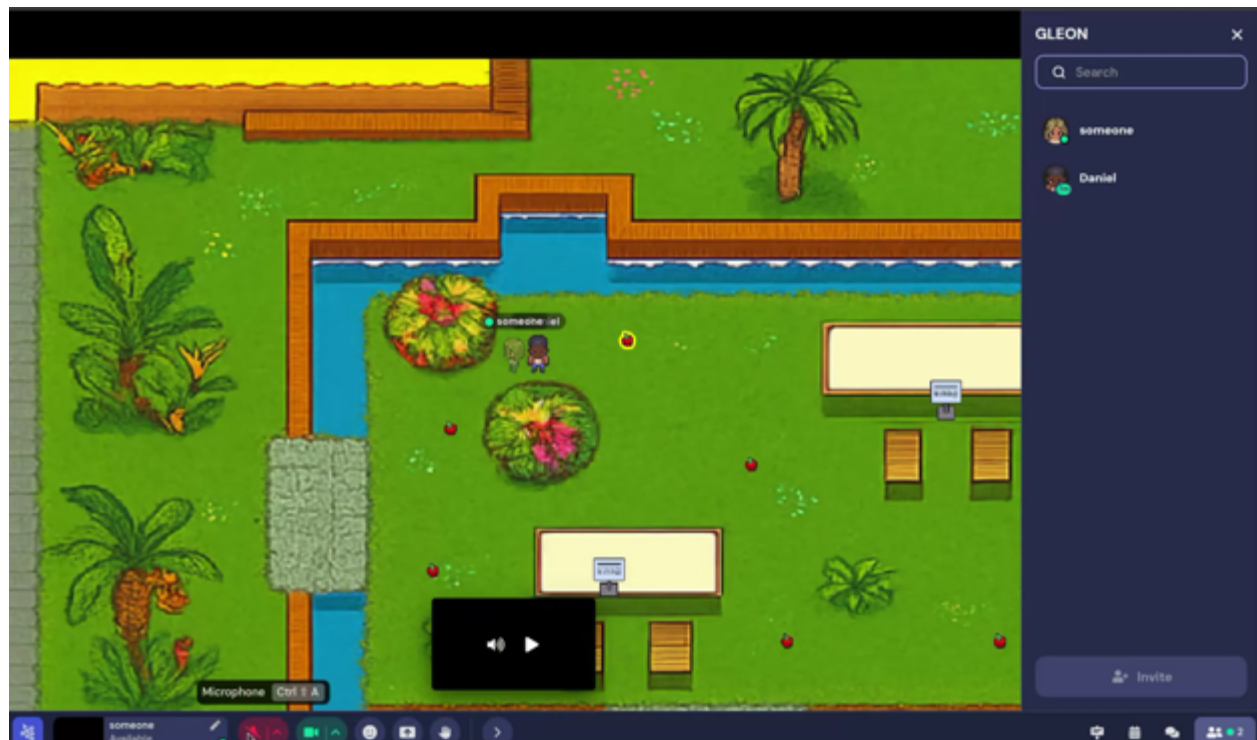
If you want to interact privately, you can go to the right side of your screen where you will find the list of participants, click on the person's name you want to chat with and send them a private message. You can also click "Locate on map" to find where that person's avatar is in the GatherTown space.



You can also go outside on the beach, where many more objects await to be interacted with. You will have a space dedicated to the host country's history, culture, geography, environment etc.



!Tip: If you are trapped between people's avatars around you, press "G" on your keyboard to turn into a ghost and be able to walk through them.



!Tip: You can make your avatar dance by pressing “Z” on your keyboard!

There are many other highlighted spaces like this one in the virtual space that allow you to have private conversations with the people in the space.



!Warning!: Do not go into the broadcasting space as shown here. This would make you broadcast to everyone in the meeting. Leave this space to the organisers only.



We recommend joining the GatherTown space 10-15 minutes before the Opening Plenary on the first day of the meeting to familiarize yourself with navigating the space!

We look forward to seeing you soon!