

What do I need to know before I get started?

Do I need to download an app?

Running the GatherTown server is completely done online. There is no need to download any app whatsoever.

Do I need a high-end computer?

No, the servers are lightweight, so you do not require a gaming pc of any kind. All that is required is the following.

- Make sure you are running gather town on Chrome, as gathertown is not supported on safari.
- Make sure you have a working microphone
- Make sure you have a working webcam

Upon entering, I am being walked through a tutorial. Should I follow it?

If you find yourself on an island virtual environment, that means you are inside the Gather tutorial. You can opt to follow it, or alternatively, click Skip Tutorial on the left side of the page

At what time should I be where? When is the fair?

For the fair and presentation time slots, a schedule has been set up. This should have been included in the email that this booklet was attached to. If at any time you get lost in the planning, visit the lobby, as there will be posters of the planning hanging around there.

Are there any other rules I should be aware of?

It is important that you do not go behind the help desk.

What should I do if I take a break to get lunch?

You can disconnect your camera and microphone, but your avatar wwill still be visible on the screen. Make sure you stand in the **outside-area** when taking a break. Then, people will know you are out for lunch

What do I do when some technical difficulty arises?

We have a helpdesk at the main lobby. Visit us at any time! If you are not able to enter the virtual lobby, or have any remaining questions beforehand, feel free to contact:

Erik +316 16100150

How to create my Personal Avatar

When entering for the first time, you are prompted to make an avatar. Here, you can enter your name, so people can find you during the event.

Should I use my full name?

You are expected to use the following Syntax:

[Study program] first + last name

Companies are expected to use the following Syntax:

[Company Name] first + last name

CCF board members are using the following Syntax:

[CCF] first + last name

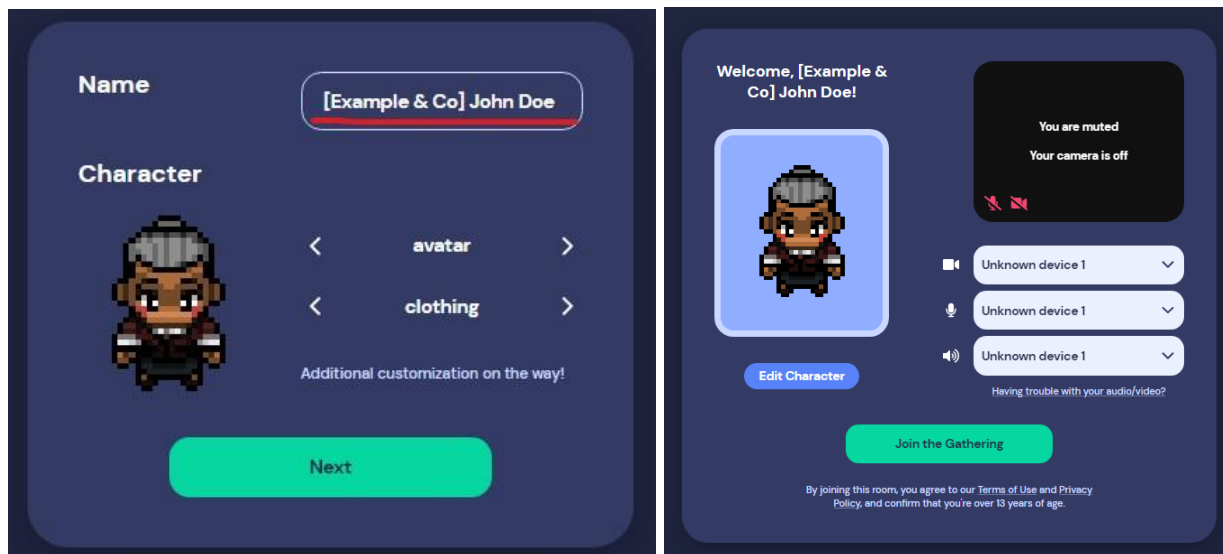
So, exemplary names you could encounter are:

[iControl & Co] Erik van Groenland

[CCF] Pien Blaauw

[Aerospace Eng] Tom van Geelen

[Mechanical Eng] Zeynep de Wit



In this menu, please ensure that you have a working microphone, speaker, and camera.

I am not content with my character throughout the day. Can I change?

Yes. You can quickly customise your outfit by clicking on your avatar on the bottom of the screen.

How to walk around at the fair

When first launching the environment set up by the CCF crew, you will see the following 2D world (keep in mind the map is constantly being updated so it might look a bit different then shown in the picture) :



What controls do I have?

To walk around you can use **W to move forward**, **S to move backward**, **A to move left** and **D to move right**. Some of the objects placed in the world are interactive, meaning a poster could be displayed on them, the **X button can be used to interact** with these objects.

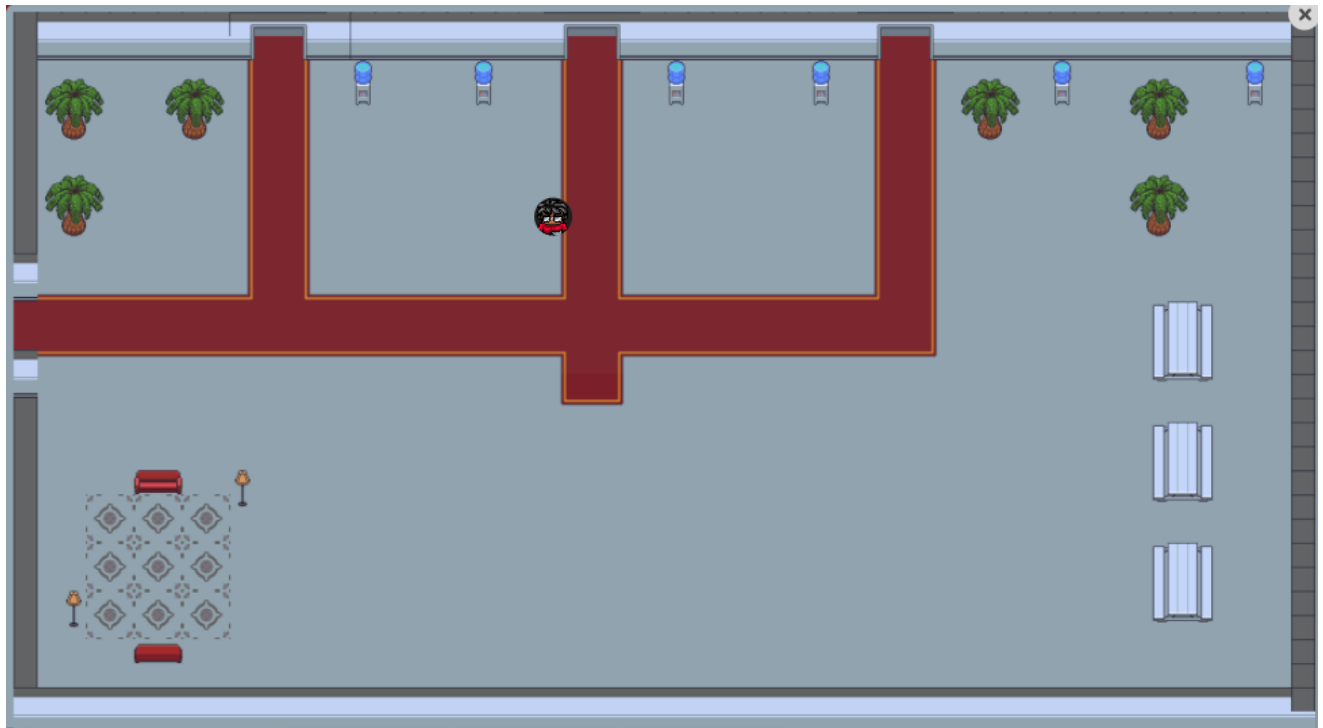
Keyboard Button	Action	Comments
W, A, S, D	Navigate through the room	Can also use arrow keys
X	Interact with an object	
G (hold)	Shadow mode	Walk through people when stuck
Z (once)	Short dance	
Z (hold)	Show appreciation to speaker	

Mouse button	Action	Comments
Double left- click mouse	Navigate here automatically	

To get an idea of where you are placed within the room you can display the map by pressing the map icon, this can be found at the bottom of the screen and is shown below:



When pressing the map icon, the following will be seen:



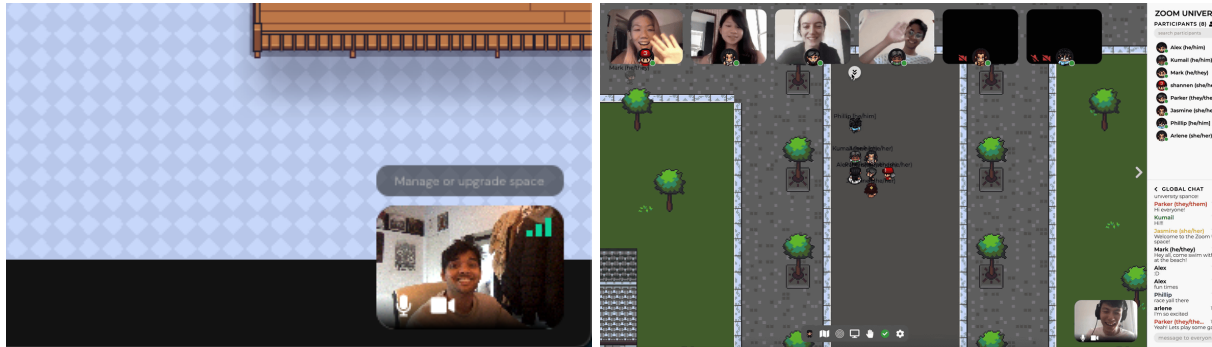
The following rooms are present in the world:

- Booth Area, this is where the companies will have their booths and where they will be able to interact with the students
- Keynote Room 1 & 2, this is where the presentations given by the companies will be held
- Garden Area, an outside area where both company and students are given the opportunity to relax and enjoy the world created by the CCF crew.

How to interact with others

How do I communicate with others?

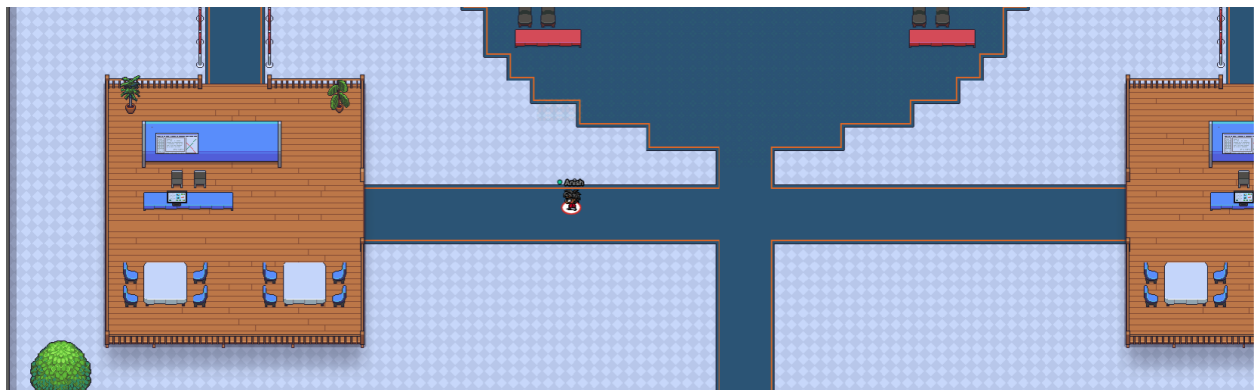
Gathertown has Zoom embedded in the world, this means that video calling can happen in the world itself! Your own **camera and mic can be turned on or off by pressing the icons on the small camera window on the bottom right**, this is shown on the picture below:



When within a certain distance of an attendee you will see the right screen popup and you can start interacting.

Can I have a private conversation?

GatherTown gives the ability to have private interactions with other people. Within the booth area, shown below, there are parts of the booth that enable private conversation.



How do I know I am having a private conversation?

To know if you are in one of those areas, the map itself will light up around that area and will darken the rest. **Only those people that are within the lit up area are able to interact with each other**

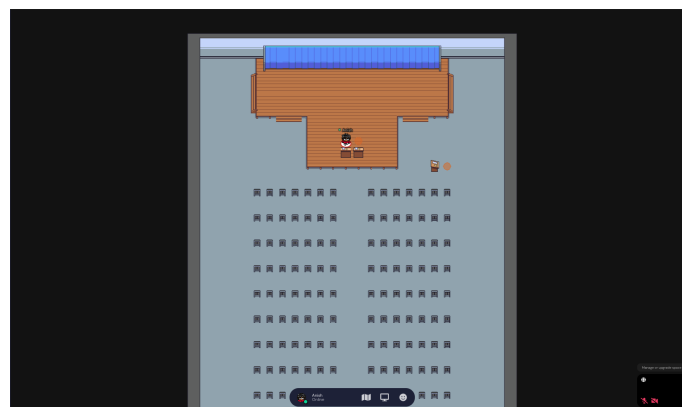


How to follow a Presentation in GatherTown

To follow a presentation, a keynote room is present. When walking in the keynote room the following can be seen:



To be able to listen to the presentation, the attendee only has to take a seat and enjoy. The speaker will stand on a broadcast tile so that the whole room can listen. Now the presenter will most likely share his screen and you will be able to follow along, similar to Teams and Zoom. It is not allowed to be on stage during a presentation!



I want to ask a question during a presentation

Any questions you may have during the event will have to go through the CCF representative at the presentation. This representative will be on a separate tile and easily identifiable by the *[CCF]* tag in their name. To ask your question, simply send them a private message containing your question and they will ask it to the presenter so that everyone present can hear it.

How do I talk to the CCF Organisation?

I want to ask something!

Feel free to find us at any time at our desk. The desk is found in the main lobby, and looks like this.

