**IEEE**
**IUS 2021**
International Ultrasonics Symposium
**Virtual Symposium | September 11 - 16, 2021**
September 11-12: Short Courses || September 12-16: Technical Program

# Gather.Town
# **Instruction Manual**

# IEEE IUS 2021 on Gather.Town

We understand that a virtual platform reduces the opportunity to have those chance encounters and hallway chats that often take place at an inperson event. We are therefore doing something new by adding another platform, Gather.Town, as a means of facilitating face to face interaction.
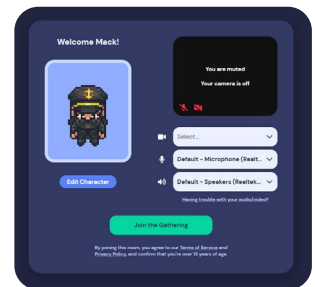
Join us in Gather.Town each day for Networking, Social Events, and Exhibits. You will be able to bump into colleagues and friends, have chance encounters with other conference attendees, and strike up conversations with your fellow researchers, just like you would at an in-person event.

You will be able to select a character, search for specific attendees, or just wander around the 2D style space by walking in and out of conversations, just as you would in real life. As you move around the space with your keyboard arrows, the webcam video and microphone audio of the other people in the room increases or fades based on your distance to their character, mimicking walking the hallways at an in-person conference.

You will enter Gather.Town through the conference platform (CONFlux) where you will see a button to join Gather.Town on all break/networking sessions and in the main menu.

The space will be available on a 24-hour basis until Thursday, September 16. We suggest that you visit Gather.Town prior to the conference start date on Saturday, September 11 so that you are comfortable using and navigating the space during actual sessions. You can also watch our **brief video demonstration** of the space.

During the conference, feel free to use the space anytime to organize small meetings with other conference attendees, run into friends, meet new friends. There are tables and chairs located throughout the main/exhibit space that can provide private conversations. Only those sitting at the chairs will be able to join.

You will only be able to enter Gather.Town via the conference platform. All break/networking pages have a link plus there is a link from the Welcome Page. If your browser asks for your permission to use microphone and camera, please answer "Allow". This is how others will be able to see and speak to you. Then select "Join the Gathering".

We hope you enjoy this new feature of the conference and are able to visit with your colleague's and new/old friends.

IEEE IUS 2021 Virtual Conference


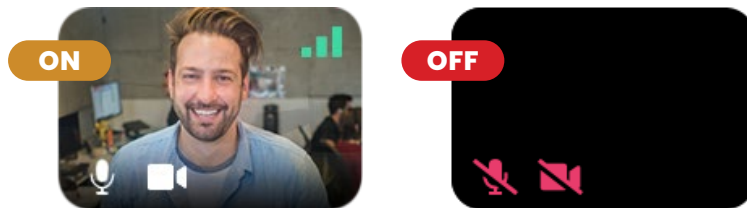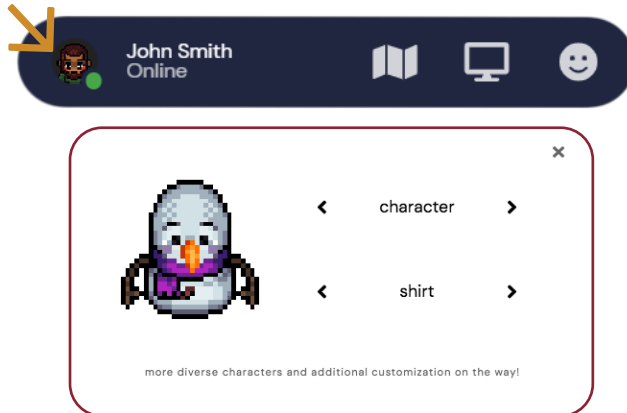Gather.Town is **ONLY** supported by Chrome and Firefox.

# Enable/disable your audio and video

After signing in, you will see yourself in the bottom right corner window. This is where you can enable/disable your audio/video. Please keep in mind if you turn these off others will not be able to communicate with you.

**ON** **OFF**

# Change Character

If you should decide to change your character, click the character icon in the bottom menu to select another one.

John Smith
Online

< character >

< shirt >

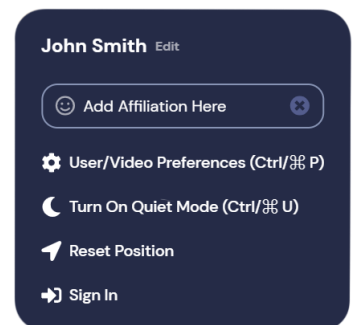more diverse characters and additional customization on the way!

# Add a Nametag/ Nickname & other settings

You cannot change your name or affiliation, however, you can add a nametag/or nickname to your character. Click your name in the bottom menu and add to "Add text status".
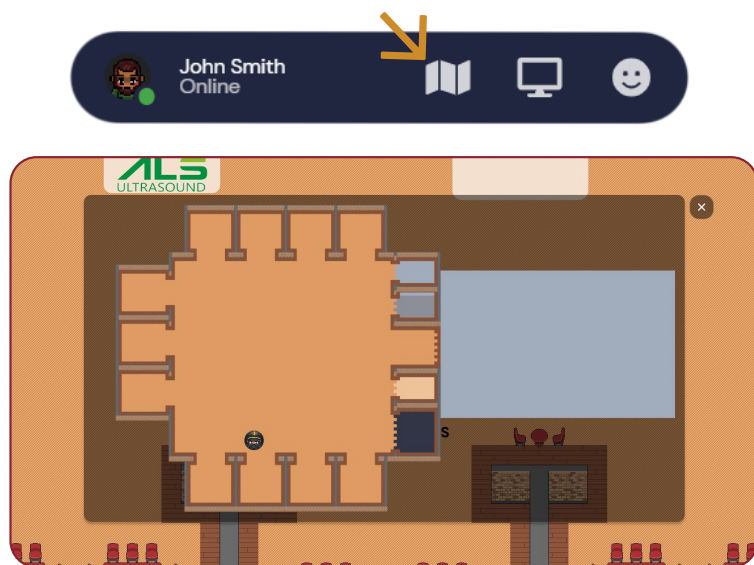
For example, if you are on the Conference Committee you may indicate this – the label will show under your name in the list of participants

Resetting location and other settings located here. (screenshot on right)

John Smith Edit

☺ Add Affiliation Here ⊗

⚙ User/Video Preferences (Ctrl/⌘ P)

☾ Turn On Quiet Mode (Ctrl/⌘ U)

➤ Reset Position

➥ Sign In
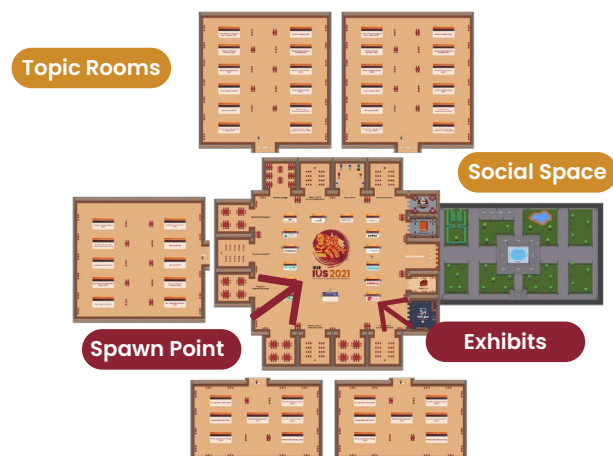
John Smith
Add Affiliation Here

# Location

When you first enter Gather.Town you will be in the center of the Welcome Room where help desks will be located. You can select the map icon in the bottom menu bar and an overview map will pop up and give you the general location of where you are.
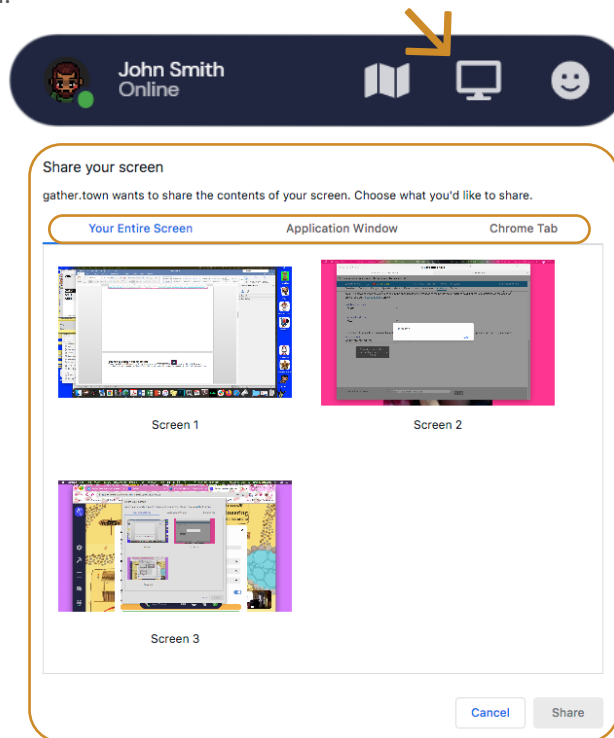


# Map Overview

Here is a map overview of the main room for IUS 2021 in Gather.Town.

# Screen Share

For poster presentations you may want to share your screen and show additional information. You will have the option to select/share your entire screen, an application window (i.e. PowerPoint), or a tab on Chrome. We recommend you practice this with a colleague before your actual presentation.
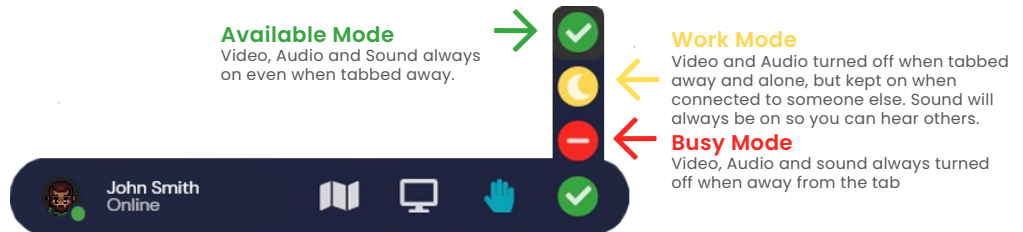


# Raise Your Hand

There is an option to raise your hand. When you do so, a hand will appear next to your name in the participant list. You will need to select the hand again to remove it from next to your name.
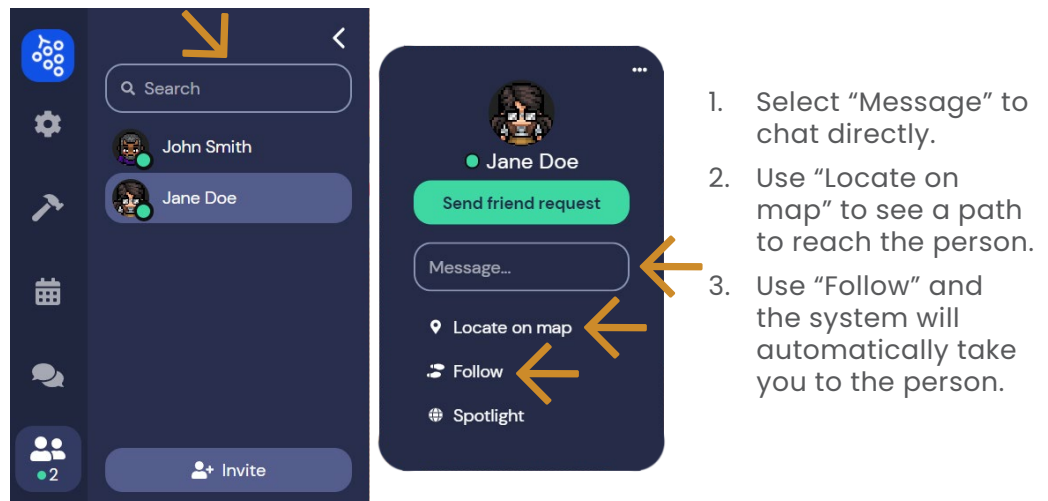
# Modes

These options will automatically determine your audio/video based on which you select.

**Available Mode**
Video, Audio and Sound always on even when tabbed away.

**Work Mode**
Video and Audio turned off when tabbed away and alone, but kept on when connected to someone else. Sound will always be on so you can hear others.

**Busy Mode**
Video, Audio and sound always turned off when away from the tab
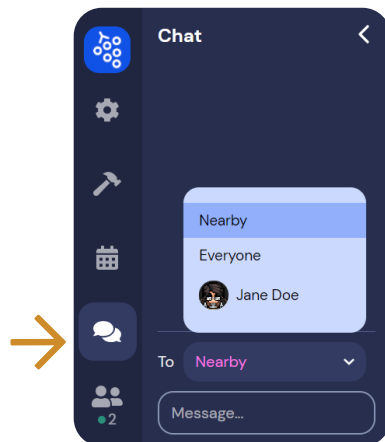
John Smith
Online

# Search for an Attendee

You can search for a specific person with his/her name in the "Participants" icon on the left. There are three ways to contact them.

Search

John Smith

Jane Doe

Invite

Jane Doe

Send friend request

Message...

📍 Locate on map

Follow

🌐 Spotlight

1. Select "Message" to chat directly.

2. Use "Locate on map" to see a path to reach the person.

3. Use "Follow" and the system will automatically take you to the person.

## Messaging/Chat Feature

You can chat with a specific person, those near you, or to everyone. Please use this feature sparingly.

## Video Chat

As you get closer to other attendees your and their camera will become clear and you can video chat with that person.

## Private Space

When you step in a private space, a note will be shown at the bottom "You have entered a private space". In that space you can only chat with the people who are in the same private space.

All Exhibits and Posters are private spaces

## Private spaces with Tables/Chairs

Each table and the chairs around the table make up a private space, and only people sitting on the chairs around the same table can talk to each other.

## Exhibitor Material

Walk up to the booth and then press the "X" button on your keyboard to open it.

The material may be animage, web page, or video.

# Presenter Information

Lecture and poster presentations will be taking place via Zoom sessions. Videos will be played back, and then there will be Q&A/discussion time. When the session ends, we recommend visiting Gather.Town for further discussions.

There are different rooms for each topic group of IUS, and the rooms are broken down into subtopics to be easily found. You will have the ability to share your screen and display your presentation for other registrants if you wish.
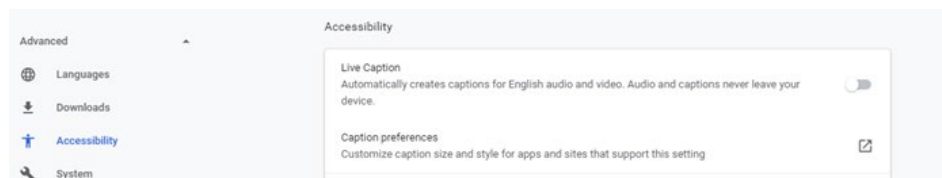
# Accessibility

### Live Captions within Chrome

The latest Chrome update now natively supports live captioning of audio streams, which WebRTC connects to automatically, so you can have live captioning for other people's audio in Gather!

Go to Settings > Advanced > Accessibility.

Check the 'Live Caption' box.



### Captions while Screen Sharing

- Webcaptioner -  a free, online live captioning program:
  **https://webcaptioner.com/captioner**

- PowerPoint's Live Captioning Tool (larger variety of languages):
  **https://bit.ly/3s8ODau**

- OBS's integration with Webcaptioner (OBS is a video capturing software that lets you alter your out-going video feed):
  **https://webcaptioner.com/help/integrations/obs**

Please see **this page** for more information on accessibility.