CODE *for* AMERICA
NATIONAL DAY OF
CIVIC HACKING

Gather Guidelines

Requirements
Join from your computer on any OS (Windows, Mac OS, Linux). ***Mobile devices are not fully supported (***https://support.gather.town/help/mobile-support***).***

Web browser
Installing software is not required to use Gather. We recommend using Chrome or Firefox browsers for Gather. Safari is supported in beta.
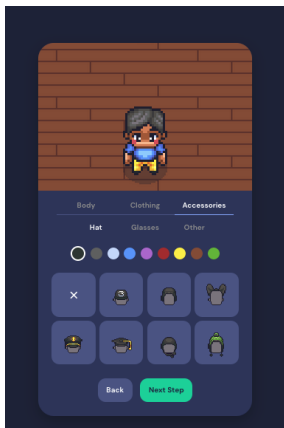
Desktop Version
There is also a desktop version of Gather for both Windows and Mac. See https://gather.town/download.

Getting Started

Please contact gather@amsl.com if you have any issues joining Gather. Or join the Code for America Slack and send us a message in **#ndoch-day-of-hacking**.
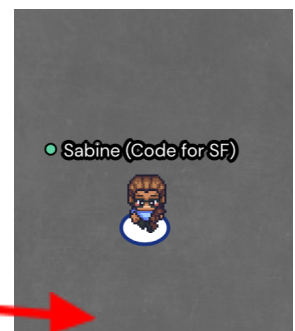
Character Style & Name

Before you enter the Code for America Gather space, you will choose and customize your character.

You will also name your character. Please include either your Brigade name or city and state after your character's name.
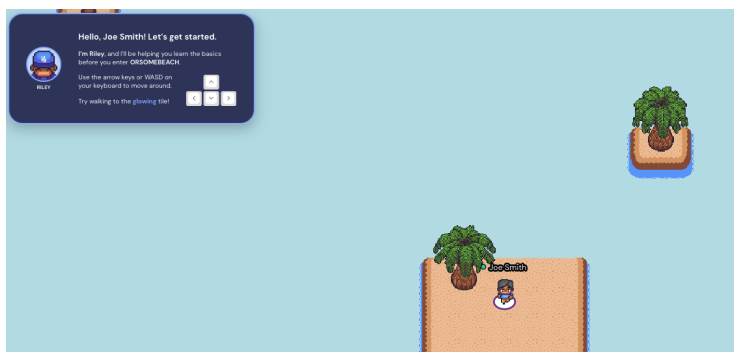
Browser Settings and Permissions

Gather must request permission to use your mic and camera from the web browser. To work properly, Gather should be **Allowed access to the microphone and camera.**
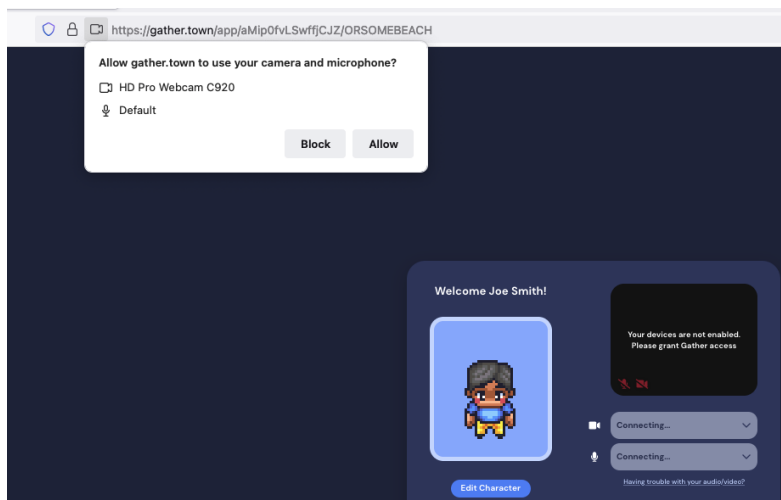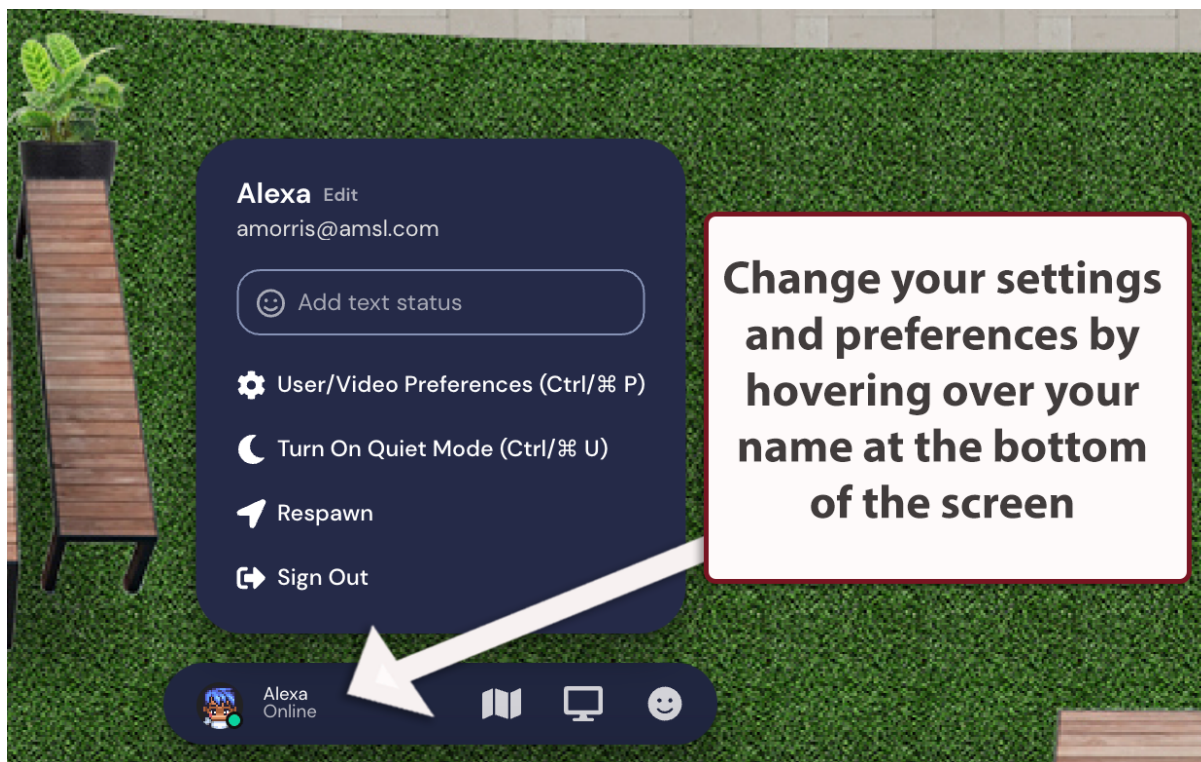

Tutorial

If you've never used Gather before, you will see a tutorial. We strongly recommend you do this tutorial, it is very brief.
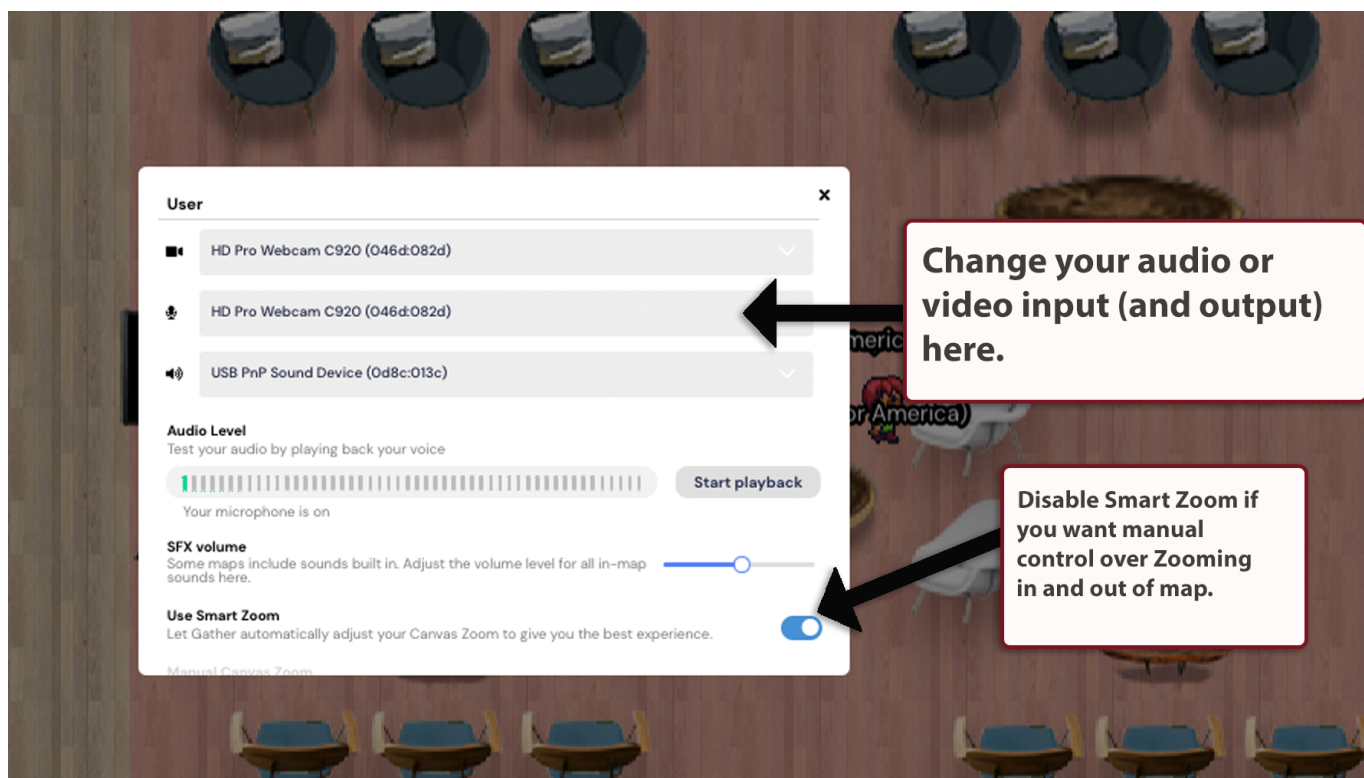
Gather Screen Tour

Preferences

Alexa Edit
amorris@amsl.com

☺ Add text status

⚙ User/Video Preferences (Ctrl/⌘ P)

🌙 Turn On Quiet Mode (Ctrl/⌘ U)

➤ Respawn

➡ Sign Out

Alexa
Online

Change your settings and preferences by hovering over your name at the bottom of the screen

User/Video Preferences

⚙ User/Video Preferences (Ctrl/⌘ P)

User   ✕

▪️ HD Pro Webcam C920 (046d:082d)   ⌄

🎤 HD Pro Webcam C920 (046d:082d)

🔊 USB PnP Sound Device (0d8c:013c)   ⌄

Audio Level
Test your audio by playing back your voice

||||||||||||||||||||||||||||||||||||||||||||||||||||| Start playback
Your microphone is on

SFX volume
Some maps include sounds built in. Adjust the volume level for all in-map
sounds here.

Use Smart Zoom
Let Gather automatically adjust your Canvas Zoom to give you the best experience.

Manual Canvas Zoom

Change your audio or video input (and output) here.

Disable Smart Zoom if you want manual control over Zooming in and out of map.

START HERE

User   ✕

Manual Canvas Zoom
Disable Smart Zoom to use Manual Canvas Zoom.

Use Smooth Movement
Enable smoother player movement. Disabling this may improve performance.

Auto Idle Muting
Automatically mute audio and video while away from the tab

Use HD Video Quality
Always makes videos HD when possible. Disabling this may improve performance.

Use Original Audio
Turn off echo cancelling, noise suppression, and gain control from your sound input.

Beta features
Try out new features before they're widely released!

Actions

respawn

sign out

Please disable Auto Idle Muting so that you are present in Gather even when working in other tabs.

HD video looks great but you should turn it off if you experience performance issues.

Getting Help

Within Gather, please find a facilitator. Facilitators will be dressed in lime green and will have the star emoji in front of their name. Alternatively, please go to the help desk in the landing area by the big Code for America sign.
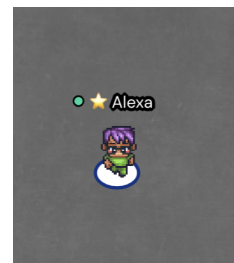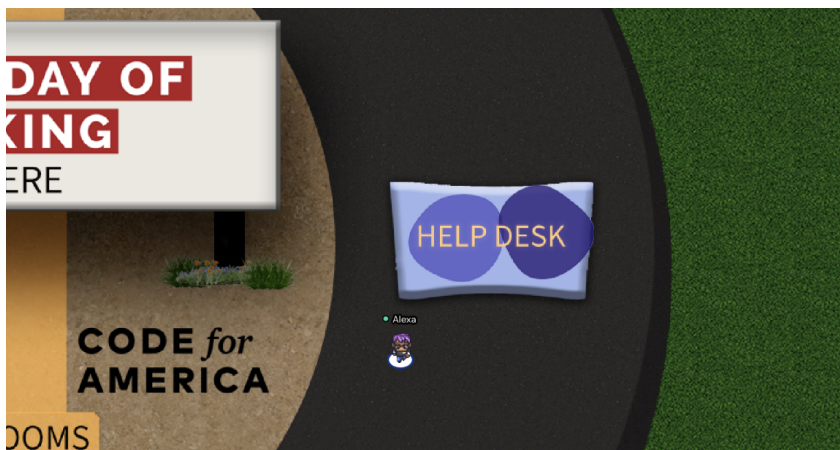
Exploring

Navigation

Use the arrow keys or WASD keys to move in Gather.

When using the WASD keys the W key is used as an up arrow, A as the left arrow, S as the down arrow, and the D as the right arrow key. **As a best practice, we recommend muting when you are moving throughout the venue.**

Move to Map Point

Using your mouse, double click on a location in the map to automatically move there. When using this feature, Gather will try to avoid taking you through private spaces.
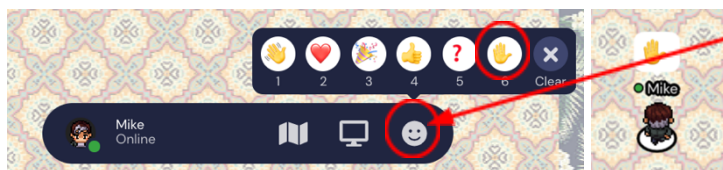
Zoom Out and In

On a Mac, hold the command key and press the – key to zoom out and the + key to zoom in. On a PC hold the CTRL key and press the – key to zoom out and the + key to zoom in. Note: Smart Zoom must be disabled for this to work.

Minimap

The Minimap will show you the entire room you are in currently. Click "X" in the upper right corner to exit the map.
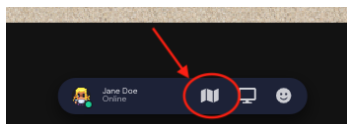
Emotes

Show people how you are feeling with an Emote.

Conversations

As you navigate around Gather you will see other people. When you are far away the other characters look faded. As you get closer, the characters become more vivid and their video and audio will appear. However, if you once again navigate your avatar away, you will quickly lose your colleague's video and audio.


If there are many other people, you can toggle between their videos.

Conversation Bubbles
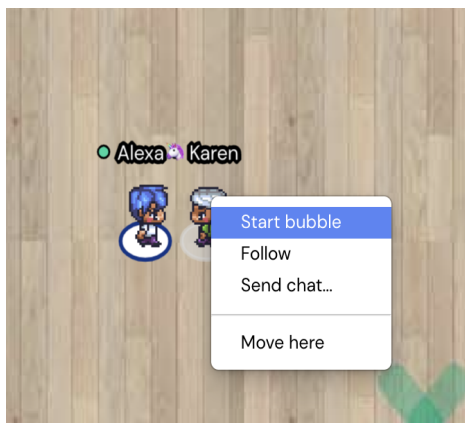
You can right click (or two-finger click) on another participant to start a conversation bubble with them. People outside your bubble will still be able to hear you, albeit very softly (and with transparent video). You can join and leave bubbles freely, even across private spaces. To leave the bubble, simply move your avatar away by using the arrow keys or WASD keys.
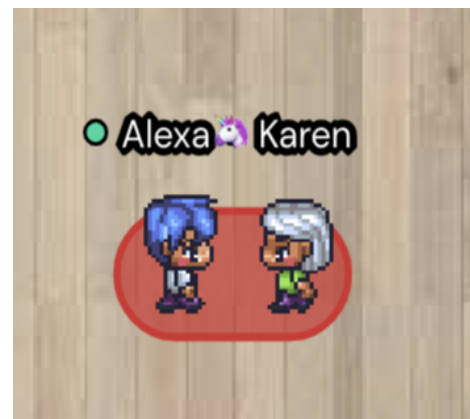
Private Areas
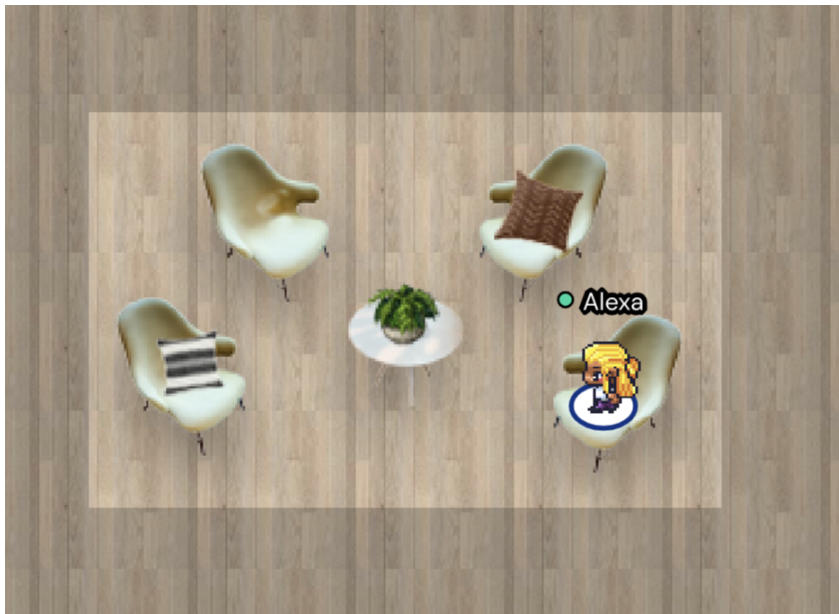
Private areas are places in the map where participants can only see and hear each other. All Brigade tables are private areas.

Text will notify you when you enter a private area, and the background of the private area will be lighter than the surrounding area.
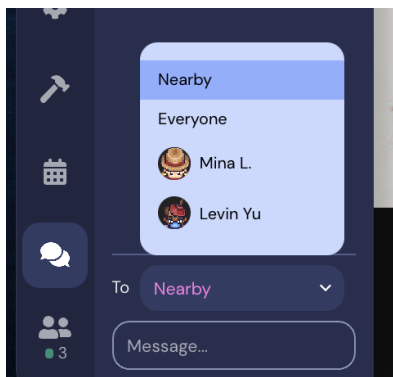
Screen sharing

You may screen share with other participants in your vicinity by clicking on the monitor icon next to the Minimap. You may need to give separate screen sharing permissions to your browser; please see detailed instructions from Gather about how to do this in various browsers and operating systems.
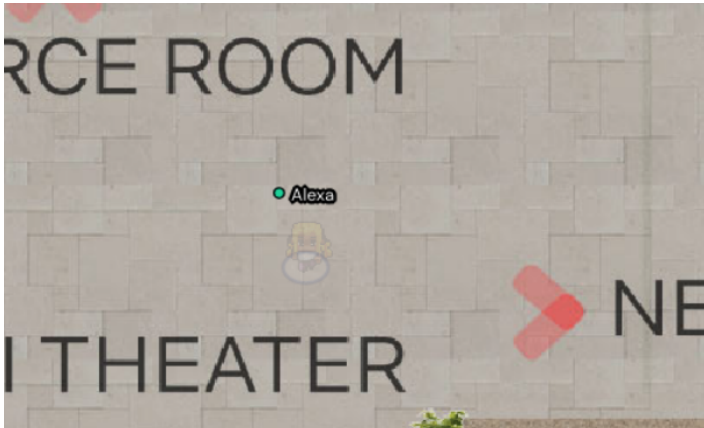
Chat

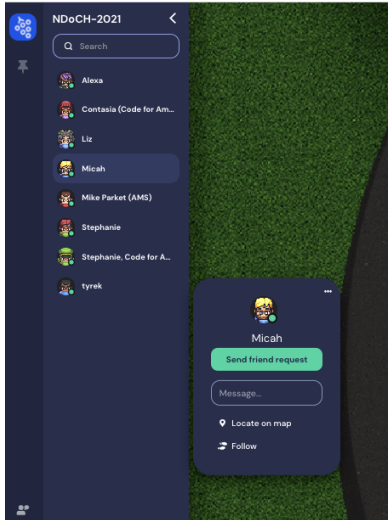You can chat with people who are nearby, or with everyone in the entire space.

You can also select an individual participant and chat privately with them.

Ghost Mode

If you get surrounded by other characters and can't move, you can press "G" to turn into a ghost and move through other participants.
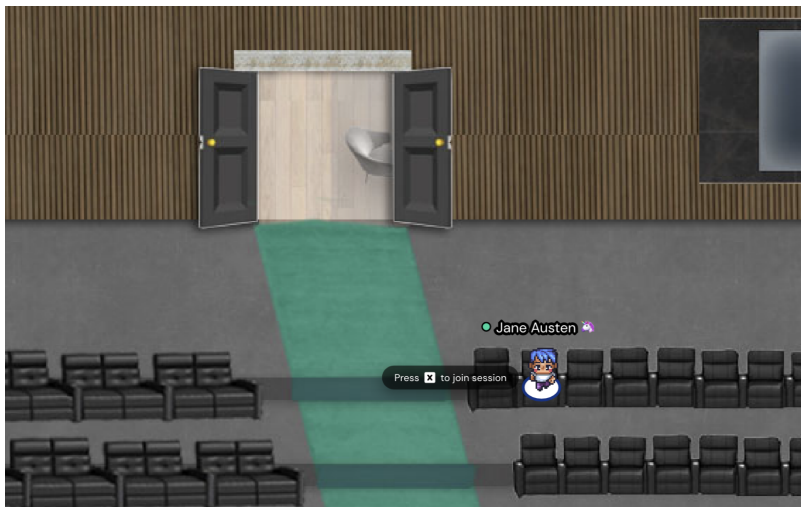
Locate & Follow

Find another participant by using "Locate on map" and Gather will draw a line to them.

If you select "Follow" Gather will move you automatically to the person you are following.

Joining Zoom

When you enter the auditorium, please take a seat and click the x button on your keyboard to join Zoom.

To enter, click this external link:
https://us02web.zoom.us/j/5447429393?pwd=TUsza3YzL1pod29KUmlOV3ZtZUxxUT09

Clicking the link will disable your audio/video on Gather, so it won't interfere. To enter back into Gather, just come back to this tab!

You will then be prompted to click on an external link. Click on the link and join the oral session. After the session is over, close the tab.

Back from the talk?
Click this button to re-enter Gather:

Re-enter

After you close the external tab, the Gather tab will remain. Click on the Re-enter button to return back to Gather.

Portal Between Spaces

Becauses of the anticipated attendance numbers, the Code for America venue is composed of several different Gather spaces. When you come to a doorway that takes you to a different space, you will see the following prompt. **Note: you will need to reselect and rename your character when you move to another space (e.g., the Activity rooms) for the first time, but Gather will remember your selection.**