



Attendee How To Guide

CNS Virtual Updates

We are excited to welcome you to the CNS Virtual21 meeting and would like to provide you with some information and tips for a successful virtual meeting experience! You've invested in this experience, so be sure to allow yourself time, and a quiet place to attend and engage, just like you'd do at an in-person conference. Thank you very much for your help, patience, and commitment during this time of unexpected virtual learning for all of us. We look forward to a wonderful virtual meeting.

This is our 2nd virtual meeting and you provided us with some valuable insight after the first. Below are requests for what you wanted to see for the 2021 virtual meeting. You asked, we listened!

- ✔ Better organization of posters: Order posters by sessions, improve how posters are displayed (for convenient search, ideally by session and poster number, as in the real world).
- ✔ Provide options for Q&A: All speakers are requested to be available for Q&A in chat during their talks. Symposia talks will have a Zoom Q&A after session.
- ✔ Session Chats: Clear chat box after each session.
- ✔ Posters: Two-hour exclusive poster sessions.
- ✔ A "How-To" guide for attendees.

Tips for Navigating CNS Virtual21

Things you should do before the event

- **Build Your Itinerary:** Go to our website and use the Add to Calendar buttons to export the sessions to your personal calendar.
- **Poster Sessions Planning:** Look through the Poster Schedule on our website, for posters you want to visit during the virtual meeting.
- **Symposia Sessions** will have live Q&A Zoom sessions. Test out your Zoom connection in advance here: <https://zoom.us/test>.
- **Poster Sessions** will have live avatar-like presenting in Spatial Chat. Test it in advance [here](#).
- **Speakers & Presenters:** Login to the virtual meeting platform and update your profile. Login and password sent via email to speakers and presenters only. *Note, this is not the same login that you will use during the live, virtual event to access sessions, the exhibit hall and to network with others. You will receive an email the day before the meeting begins with login info.*

Things to do the first Day

- **View the Welcome Video:** Learn what sessions are happening over the meeting, how you will engage with others, a thank you to our Sponsors and Exhibitors. This session will take place at 10:30 a.m. on Saturday, March 13 and will be available On Demand after that. You can also find it in the Lobby throughout the entire meeting.
- **View the Orientation Tutorial Video:** Tobias Egner will walk you through the virtual meeting platform. Learn how to navigate to sessions, visit the poster and exhibit halls, and of course how you will engage with others. This session will take place at 10:30 am on Saturday, March 13 and will be available On Demand after that. You can also find it in the Lobby throughout the entire meeting.
- **Daily Videos:** Start each day by watching the Daily Video by Tobias Egner or Marian Berryhill. Each day will feature sessions to start your day off in an interesting and inspiring way.
- **Create your Profile:** Add your photo, contact info, social media links and some information about yourself. (Click on "Account/Profile" in the left menu to access this area.) To fully engage with others during the event, leave all visibility and notifications as currently set.
- **Build your own Personal Schedule:** While sessions are not viewable until their scheduled time, you can click on sessions of interest to view the session descriptions and speaker information. To add it to your schedule, click on the plus sign for that session in the session roster.
- **Network** with people you have similar interests in the Groups Chat rooms in the Networking tab.
- **Twitter:** Update your Twitter and other social media profiles in your virtual platform profile.
- **Contact Info:** Have your contact information ready to copy/paste into the chat boxes to connect with others quickly.

Contact Us

- Email: meeting@cogneurosociety.org
- Twitter: #CNS2021
- Use virtual meeting platform Lobby Chat

Help

1. Check Recommended System and Internet Requirements in the Deeper Dive section of this guide. Adjust as needed.
2. If you are not able to login, contact CNS Help via meeting@cogneurosociety.org.
3. If you are logged in to the virtual platform, go to Help.
4. If this does not resolve the issue, go to the Lobby and use the Chat to request help from staff.

Announcements - What's Happening

Here are a variety of ways to receive information during the virtual meeting:

- Orientation Video, Tobias Egner
- Daily Videos from Tobias Egner, program chair and Marian Berryhill, poster chair
- Announcements in the platform
- ListServ emails, be sure you are getting these.
- Twitter, follow us #CNS2021
- CNS Website

Itinerary/Personal Scheduler

You can build your own itinerary in two different ways.

1. First, before the meeting, you can go to the Schedule Overview on our website, click session, then use the "Add to Calendar" option to include sessions you want to see. This will export the information into the personal calendar.
2. Second, once the virtual meeting has begun, you can add sessions to your personal itinerary by clicking on the top left-hand button box+ within the virtual meeting platform. This option is only available once the virtual meeting begins. To find the info you saved go to Filter at the top, next to the Search function, and choose, Personal Schedule.

Orientation

- Be sure to attend the Orientation during the Opening Ceremonies on Saturday, March 13, 10:30-11:00 am ET. This orientation will include ways to navigate in the platform. The Orientation video will be located in the Lobby and On Demand shortly after it airs on Saturday.
- Don't miss the daily videos on upcoming sessions hosted by our own Tobias Egner, program chair and Marian Berryhill, poster chair.

Session Navigation & Access

- Click on the "Sessions" tab in the left menu to view the roster of sessions, listed in chronologic order. Tip: for faster access to a particular session, type a keyword from the session title in the search field.
- You may filter sessions by your personal schedule, session type, day or speaker.
- A pre-roll video will play until the scheduled session time. At the scheduled time, recorded sessions will be visible for play.
- Please note that while some presentations have been pre-recorded, speakers will be on hand to participate live in the session chat area and/or in a live Q&A following the session.
- Direction regarding the handling of Q&A will be posted in the session chat area. Some presenters will be answering questions in this area, while others will be doing so via a Zoom Q&A.
- Most sessions will be available for viewing after the live event and through June 16, 2021 by registered meeting attendees.

Exhibit Hall

Our exhibit partners are the experts when it comes to new products and services for our attendees through their participation in the meeting. We encourage you to visit the exhibit area to obtain information and to engage with these partners.

- Click on the "Exhibit Hall" tab in the left menu. A listing of exhibitors, in alphabetical order will appear.
- For faster access to a particular exhibitor, enter the company name in the search field.
- Booths with "Contact" or "Join Live" buttons have obtained additional functionality and may invite you to attend live presentations directly from their booth.
- You may visit the exhibit hall at any time during all virtual meeting hours,
- After the live event, access to exhibit hall content, without live interaction, will be provided through June 16, 2021.

Poster Sessions

We invite you to engage with your colleagues by visiting their poster presentations.

Virtual Platform Poster Hall

- Your poster will be housed in the virtual platform, Pheedloop, in the Poster Hall. This is where people can come to read your abstract, look at the poster pdf, watch your video, and Chat with you anytime during the meeting hours
- Click on the Poster Hall tab in the left menu. This area is accessible during all virtual meeting hours.
- Posters are listed by Poster number. You may search for a specific poster or author in the search field.
- This area has similar functionality as the exhibit hall, with viewable posters/banners, links, downloadable materials and videos.
- After the live event, access to content, without live interaction, will be provided through June 16, 2021

Live Poster Presenting

- During your assigned poster session, the live poster presenting will be done in SpatialChat. SpatialChat is a virtual meeting platform similar to Zoom. The main difference is the additional dimension of space and proximity. In contrast to Zoom, participants can engage in separate conversations based on the proximities of the avatars from each other.
- During the live presentation time, go to Sessions/Poster Session A (B-F). The cover slide will have a link, with login, and password for SpatialChat. This is where you will engage in real-time discussions with the presenters.

- Your poster will be displayed in a room that corresponds with your poster number, e.g. A1 is in the Poster A1-A4 room. You will “stand” in front of your poster and discuss it with other attendees just like you would at a physical poster. There will be a maximum of 4 posters per room.
- Live presenting will only be available during the assigned poster session hours.

Networking

Networking with others is a big part of our meeting and want you to know that this will not be lost in this virtual format. One of the reasons that we selected the Pheedloop platform was because of the ability to interact with other meeting participants.

Types of Interactions

- Public text chats (lobby area, session chats, virtual booth chats) Any participant visiting this area will see your post(s).
- Groups is a live video call for groups of up to 5 people live. Or text chat with the group using the chat widget on the right. There is a limit of no more than 25 Groups.
- One-on-one text chats with attendees via the networking tab, with exhibitor reps in the virtual booths, with poster presenters in their poster booths
- Live poster presenting in SpatialChat.
- Zoom Q&A for Invited Symposia & Symposia

Thank You to Our Partners

The meeting is a big undertaking and is crucial to the financial success for our organization. We thank our Sponsors and Exhibitors for their generous support!

Platinum Sponsor

The Kavli Foundation

Silver Sponsors

NIRx Medical Technologies

Rogue Research Inc.

Supporters Sponsor

BCBL

Exhibitors

Berisoft

Brain Vision

Brainbox

Elsevier

MIT Press

Ripple Neuromed

The Eunice Kennedy Shriver National Institute of Child Health and Human Development

Special thanks to Rio Febrian and the NSF Center for Selective C–H Functionalization for the poster platform consultation.

Welcome to the Hofstra Neuroscience Club, an undergrad student’s club.

FAQ

Q: How do I get my photo in the feed next to my poster in the virtual platform?

A: Add it to the thumbnails in the exhibitor portal where you added your poster.

Q: I already added my photo to the attendee portal. Do I still have to add it to the exhibitor portal?

A: Yes, you will have to add it to both places, as they are separate portals and areas of the system.

Q: I was late to a talk, how can I see what I missed?

A: At the end of the session, it will become available On Demand so you can see what you missed.

Q: Where do I find the On Demand area?

A: On Demand is not an area. You can view videos of any sessions after they have aired. Think of it like HBO. If the show has not aired, you will not be able to watch it yet. But once it has aired the first time, you can watch it anytime you like.

Virtual Platform- Pheedloop-Basics

Access the Virtual Meeting Platform

The day before the first day of the meeting, you will receive an email at the address used during registration with instructions. The virtual meeting login information will be included in this email.

You must be registered to receive a meeting login. Presenters will not have access to their presentation without current registration. Registration is uniquely set up for one virtual meeting login for one individual. It is not intended for multiple logins/multiple locations and it should not be shared.

Accessibility Adjustments

At the top right-corner of the virtual meeting, you will find accessibility adjustment options. There are a variety of options you can choose from including, profiles, font size, color adjustments, orientation and adjustments which can help you interact better with the virtual meeting platform.

Areas in the Virtual Platform

You will have access to several features that are available anytime. These include the Lobby, Sessions, Exhibit Hall, Poster Hall, Networking, and Account. Click around the Sessions area to read descriptions, presenter information, and decide which session to attend. You can look around the Poster Hall and Exhibit Hall anytime. Networking is to connect directly with another attendee, via Chat. Account is where you can update your public information.

Lobby

This is the lobby of the virtual platform. Here you can see announcements and can check the #CNS2021 Twitter feed. Use this Chat for general inquiries or to request help from staff.

Sessions

In this area you will find all scheduled meeting sessions, such as, Keynote, Award talks, Symposia, Special Sessions, DataBlitz. This is also where you will go to add sessions to your Itinerary/Personal Scheduler. You can add Poster Sessions to your Personal Scheduler here too. To see individual posters, choose the Poster Hall tab.

When going to a session, the video will begin at the start time of each session. If you are late to a session, it you will be able to watch the entire session during On Demand.

Exhibit Hall

The Exhibit Hall is where you will see exhibit booths of our CNS Partners-Sponsors and Exhibitors. By choosing an exhibitor, you will be able to see info about their company as well as email them directly or Chat. Exhibitors are able to upload files, videos, and add social media links as well.

Poster Hall

The Poster Hall includes all posters that will be presented at CNS Virtual. Click on a poster and see their author list, affiliations, abstract, pdf, and video that some may provide. You can start a Chat with each presenter or email them. They also may provide personal social media links. Use the Search function to find specific posters by number or title.

Networking

The Networking tab is a way to direct chat with an attendee by name. It also offers of up to 25 group chat rooms, Groups, to network with people of similar interests.

Account

This tab allows you to update your profile, picture, social media, see time zone, change password, upload files, and ask for a Certificate of Attendance. You can Chat directly by Private Chat with other attendees or for Group Chatting. The groups can be made for keyword interest group other options.

Attendance Certificate

Request a certificate of attendance based on the sessions you attended and responded to the pop-up check-in survey. Go to Account, choose Request New Certificate, then Download Previously Generated Certificate.

Chat

- Having trouble seeing/using Chat? First, try to refresh your screen, if that doesn't work you may need to try a different browser.
- Anytime another meeting participant initiates a chat with you, a notification window will pop up briefly at the bottom of your screen.
- From the "Chats" tab, you may view chats that have been sent to you, or for which you have engaged in or initiated. A time stamp for the time of the chat is included.

Help

1. Check Recommended System and Internet Requirements. Adjust as needed.
2. If you are not able to login, contact CNS Help via meeting@cogneurosociety.org.
3. If you are logged in to the virtual platform, go to Help.
4. If this does not resolve the issue, go to the Lobby and use the Chat to request help from staff.

Language

At the top right in the platform, you can select a language other than English for platform tabs, search, and buttons. This will not translate the sessions.

Networking Tab

- Click on the networking tab in the left menu. An alphabetical (by first name) listing of all meeting participants (attendees, exhibitors, speakers) will appear.
- Scroll through the listing or search for a specific individual in the search field to answer or initiate a chat.
- From the "Chats" tab, you may view chats that have been sent to you, or for which you have engaged in or initiated. A time stamp for the time of the chat is included.

Notifications

- Anytime another meeting participant initiates a chat with you, a notification window will pop up briefly at the bottom of your screen.
- No worries, if you happen to miss the pop-up, as notifications will also appear at the top right of your screen, just above the chat section.
- Click on the notification icon to view new notifications. Once read, click to move the message to the "read" tab so that only new notifications will appear in the "new" tab. You will always be able to retrieve notifications in the "read" tab.
- You must move to the networking module in the left menu to reply or engage with a participant. (see networking below)
- You may also view notifications from the "Chats" tab in the networking module. (see "networking" below)

On Demand

Registrants can access videos, pdfs, posters, and other resources through June 16, 2021. All sessions are pre-recorded and will be made available soon after the session ends. Log into the virtual meeting platform to view sessions again.

Personal Scheduler

Once the virtual meeting has begun, you can add sessions to your personal itinerary by clicking on the top left-hand button box+ within the virtual meeting platform. This option is only available once the virtual meeting begins. To find the info you saved go to Filter at the top, next to the Search function, and choose, Personal Schedule.

Posters

- The Poster Hall shows all of the CNS posters with which session they are in.
- Using the search function is your best bet to easily navigate straight to the ones you want to visit. Search by author name, poster title, or poster number.
- One more note on posters: Sorry if you visit a poster and there is no-one there, but just like in a "real" poster session, it is up to the presenters to put up their posters and show up for a chat or in Spatial Chat.
- Not all posters have video presentations, as it was optional.

Private Notifications

At the top right corner, you will see a bell. Click on this to see any private notifications.

Q&A Sessions

After each symposia session there will be a 30-minute Q&A on Zoom that will be recorded and added to the On Demand catalog of program sessions. Attendees can ask questions via Chat. The moderator will be sure that the speaker is aware of questions and keep an eye on time, etc. Chairs of Invited Symposia and Symposia will moderate those Q&A sessions.

Search

- Search speakers, authors, poster numbers, titles in Platform
- Search Poster Table on website (link)
- Control F and search page
- Search PDF on website (link)

SpatialChat

During the assigned poster sessions, the live poster presenting will be done in SpatialChat. SpatialChat is a virtual meeting platform similar to Zoom. The main difference is the additional dimension of space and proximity. In contrast to Zoom, participants can engage in separate conversation based on the proximities of the avatars from each other. During the live presentation time, go to Sessions/Poster Session A (B-F). The cover slide will have a link, with login, and password.

Time Zone Hours

The CNS Virtual meeting schedule was built using the Eastern Time Zone. However, our platform will adjust to your time zone based on your browser. To see what time zone has been assigned to your account, go to the Account tab and then to your Profile. Important, be sure to remember this when looking at the schedule.

Zoom

After each symposia session there will be a 30-minute Q&A on Zoom that will be recorded and added to the On Demand catalog of program sessions. Attendees should look for the zoom link in the Chat in the room of the session. To ask a question, type it into Zoom chat. The moderator will be sure that the speaker is aware of questions.

SpatialChat Basics – Live Poster Presenting

What is SpatialChat?

Similar to Zoom, SpatialChat is a virtual meeting platform. The main difference is the additional dimension of space and proximity. In contrast to Zoom, participants can engage in separate conversation based on the proximities of the avatars from each other. Another useful feature is image pinning where, for our purposes, we can display up to 6 posters in a room that is marked, see below. This means that presenters can hang out by their posters and attendees can go around and chat with the presenters if their avatars are close enough in proximity to the presenter—an experience resembling in-person poster sessions!

Live Poster Presenting on SpatialChat

During your assigned poster session, the live poster presenting will be done in SpatialChat. SpatialChat is a virtual meeting platform similar to Zoom. The main difference is the additional dimension of space and proximity. In contrast to Zoom, participants can engage in separate conversation based on the proximities of the avatars from each other.

Posters will be displayed in a room that corresponds with their poster number, e.g. A1 is in the Poster A1-A4 room. Presenters will “stand” in front of your poster and discuss it with other attendees, just like you would at a physical poster. There will be a maximum of 4 posters in each room.

To access SpatialChat, during the live presentation time, go to Sessions/Poster Session A (B-F). The cover slide will have a link, with login, and password. Once in SpatialChat, enter your name and a brief bio. Make sure your camera and microphone are on.

In Advance of the Meeting, Go to SpatialChat to Try it.

1. Go to <https://spatial.chat/s/TryMe> to check it out.
2. Enter your name and a brief bio such as affiliation and position.
3. Wander around the rooms to get a feel for the app.

Circle/Bubble

A circle or bubble shows your position in space. With your camera on, it will show your video stream. With your camera off, it will show your avatar if you uploaded it before signing in. If not, it will show the first letter of your name.

Search for Participants in the Space

If you are looking for a specific participant, this button can help you. Start typing the name of the person you are looking for and then click on them in the list. You will be moved to this attendee.

Top Right Buttons

Device Settings

Test video and audio here.

Help

Find a brief tutorial for SpatialChat and the Help desk here.

Leave Space

The last button, Leave Space, will take you to the welcome page. For example, to upload an avatar or change the description.

Bottom Panel and Buttons

Share Content

Posters will be shared in the rooms by the admin. Presenters and Attendees will not be able to share screens or files. Any content that the user has shared will disappear after that user leaves the room. For example, if the user moves to another room or closes the browser tab.

Screen Share

Presenters should not share their screens.

Reactions

By clicking on this button, you can send emojis.

Camera

You can turn your camera on here.

Microphone

You can turn your microphone on here.

Megaphone

For speaking to entire room. This option is for staff only.

For Best Results

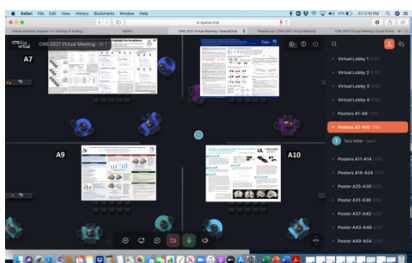
- Use a computer or laptop, not a mobile device
- Be close to the router (or better use a cable connection)
- Close unnecessary programs (including those that can use the camera and microphone)
- Close unnecessary browser tabs
- Use the recommended resolution for backgrounds (3200x1800 px)
- Don't add many objects to the room (videos, screen shares, pictures)
- Use the latest version of Google Chrome or Firefox browser without VPN and other browser extensions that may affect the performance of SpatialChat (for example, Adblock)

During the Virtual Meeting

1. Presenters and attendees will go to Sessions/Poster Session. In the slide on the page will be a link to SpatialChat with password. When you enter SpatialChat make sure your camera and microphone are on.
2. The link will take you to the SpatialChat lobby where you will find the room with the poster by number.



3. Click on the room



4. Find the poster and stand next to it, by dragging your avatar bubble. All attendees at a poster, should group around the presenter standing in front of it and presenting. The closer the attendee to the presenter the better they can hear you, just like at a physical meeting.
5. To move within a room: drag your avatar bubble.
6. To zoom in/out: use your mouse scroll or the +/- in the right lower corner of the screen.
7. To see a tutorial, click the Need Help on the top right corner of the screen.
8. To navigate between rooms: click the room names on the left sidebar.
9. To go directly to a specific person: click on their name.
10. At the end of the poster session, the posters in each room will change to the next session.

Zoom Q&A Instructions for Moderators

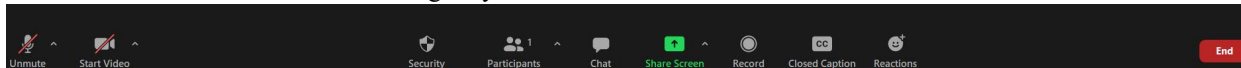
Each Symposia chair is asked to set up a Zoom Q&A directly following their assigned session. These Q&A sessions are 30-minutes long. Please provide CNS with your zoom link and password. We will link it to your scheduled symposia. Attendees who have questions will do so in chat in your Zoom meeting. All speakers should be on video and unmuted to respond to questions. Please practice in advance. It is always harder to figure something out with a time pressure.

As chair you will be the moderator of the Zoom session. This means you will:

- In advance: Provide CNS with zoom link and password
- During: Record session
- Keep time, 30-minute maximum
- Monitor the questions that come in via chat
- Ask the appropriate speaker to respond
- Mute attendees, so they cannot interrupt speaker
- Following session: Upload session to virtual platform

If you are unable to moderate, you may assign another speaker or a registered attendee to do so. If you are not able to assign another as moderator, please let CNS know in advance and we will assign a volunteer.

These instructions are for Zoom Meeting only:



1. Click on your zoom link to open Zoom & start your meeting.
2. Be sure you are unmuted, and your video is on.
3. Click the “Record” button at the bottom of your screen to start recording your session.
4. Click the “Participants” Button at the bottom of your screen, this will pop up a participants window to your right.
5. In the participants window, click “Mute All” at the bottom of the screen. **Be sure to unmute yourself.*
6. Click the “Chat” button at the bottom of your screen to open your chat box.
7. Thank everyone for attending the Q&A and explain the process, ask questions by Chat and each speaker will respond on camera.
8. When you have reached the 30-minute time limit, thank everyone for attending and let them know that the recording will be available through on-demand on the virtual platform.
9. Stop recording
10. Save file as Symp#_Q&A.mp4
11. Go into your Speaker portal, choose Session Files.
12. In Add New File, File Description, type in Symposia and # and Q&A.
13. Be sure Private File in unchecked.
14. Browse for file and then click, Add File.

Deep Dive into the Virtual Platform, Pheedloop

Recommended System and Internet Requirements - Pheedloop

Unlike a traditional venue for a live event, virtual events have made laptops, tablets, smartphones, and more the venue! With so many options for hardware and software to choose from, along with the connectivity that goes along with them, we have a few recommendations for attendees to help them achieve the best performance during CNS Virtual 21.

Optimal Setup

A general rule of thumb is that any modern browser and high-speed internet connection is all that's really needed to run CNS Virtual 21. The best setup we've found is using Google Chrome on a laptop or desktop machine, with an internet connection offering at least 25 Mbps download speed. You can test your internet speed [here](#).

Supported Browsers

Any major, modern browser is supported. This includes Google Chrome, Mozilla Firefox, Apple Safari, and even Microsoft Edge. We've rarely found browser incompatibility issues if a modern version of any of the aforementioned browsers is being used.

**Note that Internet Explorer is not a supported browser due to it being incompatible with modern web performance and security standards*

Device Types

The CNS Virtual 21 virtual event system is best experienced on a laptop or desktop device, though it is responsive and compatible with tablets and smartphones. Tablets and smartphones are best suited for view-only experiences, as the virtual platform relies on several technologies that are best compatible with full browsers (e.g. video chats). As a point of reference, our statistics show that 95% of virtual event attendees use laptop or desktop devices. If you are using the Zoom integration, it is currently not compatible with mobile devices (Zoom has said a future update to their software will better support mobile devices).

Troubleshooting

Everybody has different browser configurations and network settings/restrictions which, in extreme cases, may warrant trying a different browser and/or network just to have a clean environment to engage with CNS Virtual 21 through. In case something isn't working, to isolate the root cause, we often suggest trying:

1. Private/incognito window in your browser
2. Different browser (see Supported Browsers above)
3. Disabling any operating system level VPNs or firewalls which may be blocking a specific website

4. Different network
5. Different computer

If you continue to experience an issue after trying these options, please get in touch with us and share a full-screen screenshot.

Deep Dive into SpatialChat

SpatialChat Recommended System Settings

We strive to make SpatialChat available to as broad a device configuration as possible. However, when working with "many-to-many video chat streaming" technology, it is important to consider that several videos are being streamed simultaneously and in parallel. This requires an internet connection that can support parallel content data transfer and a CPU capable of decoding several videos (from chat participants) at the same time.

Recommended system requirements for the best experience:

- 5 GHz WiFi or LAN-connected internet
- 30 MBit/s internet speed
- Google Chrome or Firefox (latest version)
- A client device (computer or laptop) not older than 3 years

Minimum required settings:

- A computer not older than 5 years
- 10 Mbit/s internet speed
- Google Chrome, Safari or Firefox

Known issues while using 2.4 GHz WiFi

Some users on 2.4 GHz WiFi internet connections might experience video quality transfer issues when joining rooms with more than 20 participants. These issues are the result of 2.4 GHz WiFi technology not being able to successfully transfer 20+ simultaneous video streams from participants.

For full room Recommended background sizes

The best resolution for the background image is **3200x1800** px.

But you can use other sizes as well:

2800x1400 px

1920x1080 px

Your device settings

Please avoid using mobile devices. It is best to use a computer or laptop.

If you still have to use a smartphone or tablet, then be prepared for some restrictions:

[I am using a mobile device. What are the limitations?](#)

Browser

We recommend using the latest version of Google Chrome or Firefox. This usually updates automatically.

You can also use other Chromium-based browsers, but if you have any problems, we will recommend that you first install Chrome and check any problems with that browser.

It's available for macOS too!

[Google Chrome - Download](#)

[Firefox - Download](#)

Camera and microphone

If your camera is easily detected in other programs, then there will be no problems with SpatialChat. Unfortunately, it is impossible to describe the manual for each device. Therefore, if you have any difficulties with this, you will have to find a manual for your model on the Internet.

If you have several cameras (or microphones) installed, this short article will tell you how to select the desired device in SpatialChat.

[If you have multiple cameras \(or microphones\) on your computer](#)

Speaker

First of all, we recommend using headphones, so you don't have echoes.

You cannot select a speaker in SpatialChat. You can only change the main speaker on the entire device. Here are the articles on how to do it:

[How to Choose Your Default Speakers on Windows 10](#)

[How to Switch Sound Output Devices on a Mac](#)

Close other programs that use the camera and microphone

If you get a message stating that SpatialChat cannot access your camera or microphone, it is most likely because another program has captured their use. These may include calling software (Zoom, Skype) or screen recording software (OBS).

Close other programs that are slowing down your computer. And also extra browser tabs.

Holding multiple connections, which happens when there are many participants in the room, may significantly load the user's computer. To avoid a bad user experience, free up computer resources in advance.

Ready! Steady! Go!

You can directly go to the event space using the link sent to you by the event organizer or go to our demo room to check if everything is working well. Here is a link to it: [SpatialChat](#)

Hello! My name is...

Just like at a live event, you need a badge. In SpatialChat, this is an avatar and description. Here's how to set them:

[How to upload your avatar](#)

[Personal description](#)

Space

Space is a virtual area you create. It can contain a different number of rooms.

Being an admin, you can customize your space according to your needs.

[How to customize your space](#)

The space name and space ID can be changed. ID is the name of your space in the Space URL.

[How to change the space name and space ID](#)

Room

The Room is a part of the space. You can have several rooms in the space. Each of our rooms can have no more than 50 participants. This is a technical limitation and cannot be changed in any way.

[I want more than 50 people in one room](#)

Moving between rooms

When you press the "Join Space" button, you will be taken to one of the rooms.

One picture, instead of a thousand words:

If suddenly you do not see a list of rooms, take a look at this article:

[How to move between rooms](#)

Moving inside the room

The best way to demonstrate movement of participants (Spatial audio) is through this video segment. Just click on your circle and drag it to any other location.

<https://youtu.be/04pYVBlutpo?start=415&end=471>

This mechanic also works with videos added to the room.