

 <p>Erasmus+</p>	<p>Project funded by: Erasmus+ / Key Action 2 - Cooperation for innovation and the exchange of good practices, Strategic Partnerships for adult education (European Commission, EACEA)</p>
---	--

# VeLoCiTy

Deliverable Number **3**

Deliverable Title **User manual**

Intellectual Output Title **VeLoCiTy virtual learning environment**

Activity description **A manual aiming at helping participants learn how to use the virtual learning environment**

Authors (per company, if more than one company provide it together) **CTI**

Status (D: draft; RD: revised draft; F: final) **F**

Date (versioning) **30/12/2017 version 1.2 (Final Version)**

## Document History

Authors	Reviewer	Date	File suffix [Version.Revision]	Approval
CTI		27/12/2017	1.0	
CTI	BFE	30/12/2017	1.1	Yes
CTI		30/11/2017	1.2	

## **Executive Summary**

This is the manual of the VeLoCiTy virtual learning environment that will help the users to install, login and access the VeLoCiTy virtual learning environment and to simulate the produced scenarios

**Table of contents**

Technical Requirements .....5

Viewer Requirements.....5

    Viewer Selection.....5

    Viewer Installation .....6

Login .....8

Avatar Functionalities.....9

    Inventory .....9

    Movement .....10

    Chat.....11

    Basic world navigation.....12

Useful Tips for the Velocity Virtual Word Platform .....13

## Technical Requirements

This section describes the technical requirements of the platform and provides a list with the most common viewers. Viewers are software programs needed to access the virtual world at a given URL. To be able to log in a virtual world, firstly you have to download and install one of the suggested viewers to your computer.

## Viewer Requirements

Table 1 shows the computer specifications needed to be able to install and run a viewer.

REQUIREMENT	MINIMUM	RECOMMENDED
INTERNET CONNECTION	Cable or DSL	Cable or DSL
COMPUTER PROCESSOR	<b>Windows:</b> CPU with SSE2 support, including Intel Pentium 4, Pentium M, Core or Atom, AMD Athlon 64 or later. <b>Mac:</b> 1.5 GHz Intel based	<b>Windows:</b> 2-GHz 64-bit (x86) or better <b>Mac:</b> 2 GHz Intel Core 2 Duo or above
COMPUTER MEMORY	1 GB or more	4 GB or more
GRAPHICS CARD (REQUIRES LATEST DRIVERS):	<b>Windows:</b> NVIDIA GeForce 6600 or better <b>OR</b> ATI Radeon 9500 or better <b>OR</b> Intel 945 chipset <b>Mac:</b> ATI Radeon 9200 and above <b>OR</b> NVIDIA GeForce 2, GeForce 4	<a href="#">NVIDIA Graphics cards</a> 9000 Series 200 Series <a href="#">ATI Graphics Cards</a> 4000 Series 5000 Series

Table 1 Computer Requirements

## Viewer Selection

Table 2 shows three viewers. Based on the viewer specifications you can download whichever suits best for your hardware. However, During the

development of the platform Kokua viewer was found to be the most compatible and light.

Viewer	Grid Selector	Graphical	Mesh	LightShare	Multiple Attachments	Multiple Clothing Layers	Operating System
<a href="#">Kokua</a>	√	√	√	√	√	√	
<a href="#">Singularity</a>	√	√	√	√	√	√	
<a href="#">Alchemy</a>	√	√	√	x	√	√	

Table 2 List of suggested viewers (platform was built using Kokua).

## Viewer Installation

Firstly, you have to download a viewer from its portal. For this example, we will use Kokua viewer. Click here:

<http://blog.kokuaviewer.org/2017/10/01/opensim-os-versions-of-kokua-and-path-forward-6/>

to open the download page in your browser. **On the download page** find the appropriate distribution depending on your operating system and select it to download it. Kokua is compatible with all the major operating systems (Windows, Mac and Linux).

When the download completes, double click the installation file to start the setup. When the installation completes, run the viewer by double clicking the viewer's icon created on the desktop. Once the viewer opens, you should see the following screen.

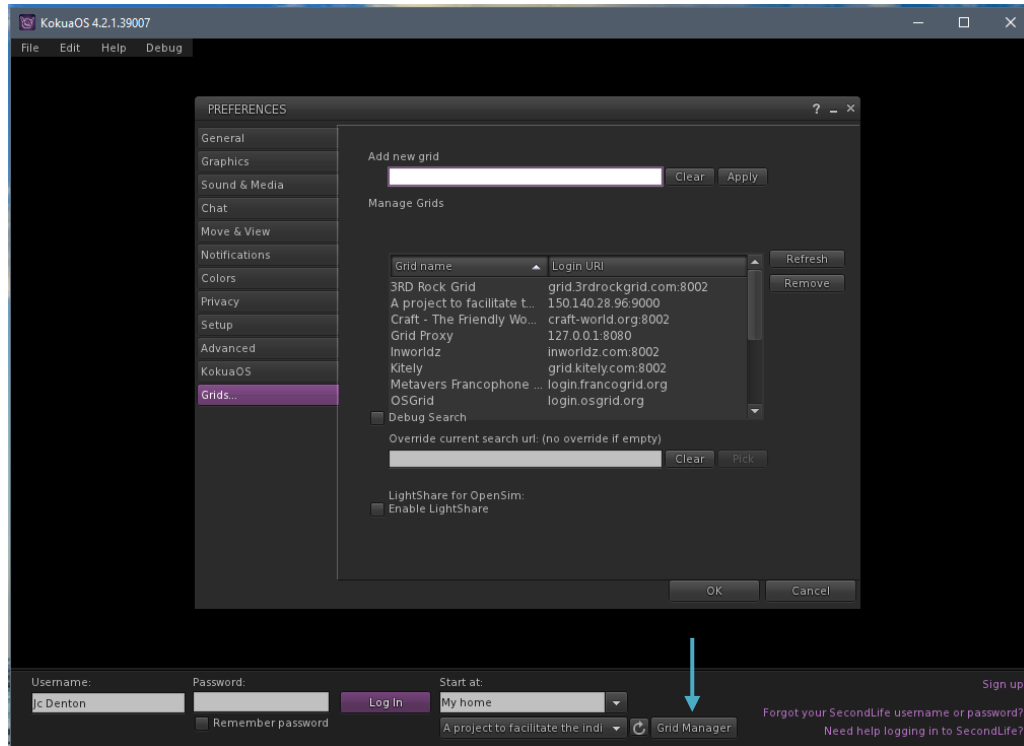


Figure 1 Viewer starting screen

Bring up the grid manager preferences by clicking the “Grid Manager” button located on the bottom bar as the blue arrow in figure 1 shows. Next, add a new grid by typing it inside the “Add new grid” textbox. The new grid’s URI is: <http://150.140.28.96:9000> . Click Apply, to add the new grid with the rest in the grid table displayed below the textbox. Then click “OK” to close the preference panel.

Navigating back to the viewer’s main window, click the grid selection menu found on the bottom bar as the blue arrow in figure 2 shows. Select the new grid that you added earlier.

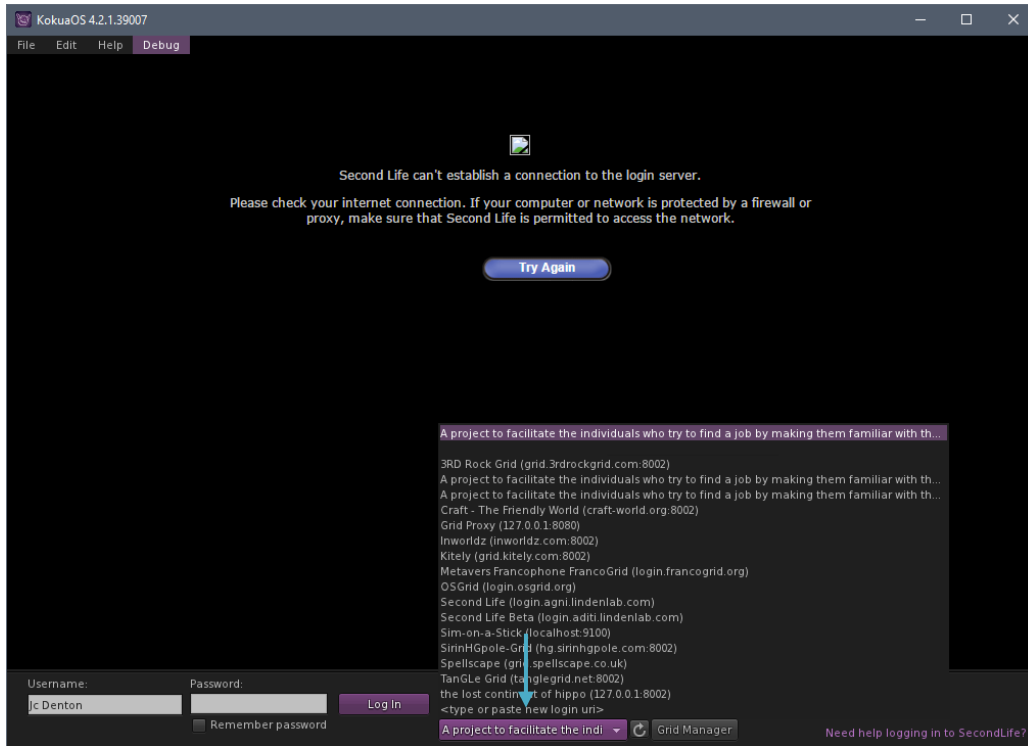


Figure 2 Grid selection

## Login

After selecting the new grid, enter the username and password in the input fields exactly as they were given by the administrator and click on the “Log In” button. If everything is done correctly, the viewer should sign you inside the virtual world (figure 3).



Figure 3 Successfully signed in the virtual world



## Avatar Functionalities

A user can have access to the avatar's functionalities either from the action menu which can be shown by right clicking anywhere (i.e. on objects, virtual world in general) or using the viewer's bottom bar. Different actions can be found on each menu. The bottom bar gives access to the conversation (chat), box, camera controls, map controls, appearance controls etc. While, right clicking anywhere can give access to Teleporting, sitting/standing, going to the selected location, editing, and getting more information about the selected object.

## Inventory

You can have access to various material (such as costumes, clothing, notes, general equipment etc.) from the inventory. This material belongs to the current logged in user (avatar) and can be viewed or used any time. To open the inventory window, you have to select the "Inventory" button from the bottom bar of the viewer's window (see figure 4 blue arrow). This will show the inventory window (see figure 4 red box). From the inventory, you can change current outfit (which can be found under Clothing directory), you can read notecards (notecards are saved under Notecards directory), you can see your selected badges (badges are saved under Objects directory) and more. The inventory and its directories will provide useful material during a scenario execution.

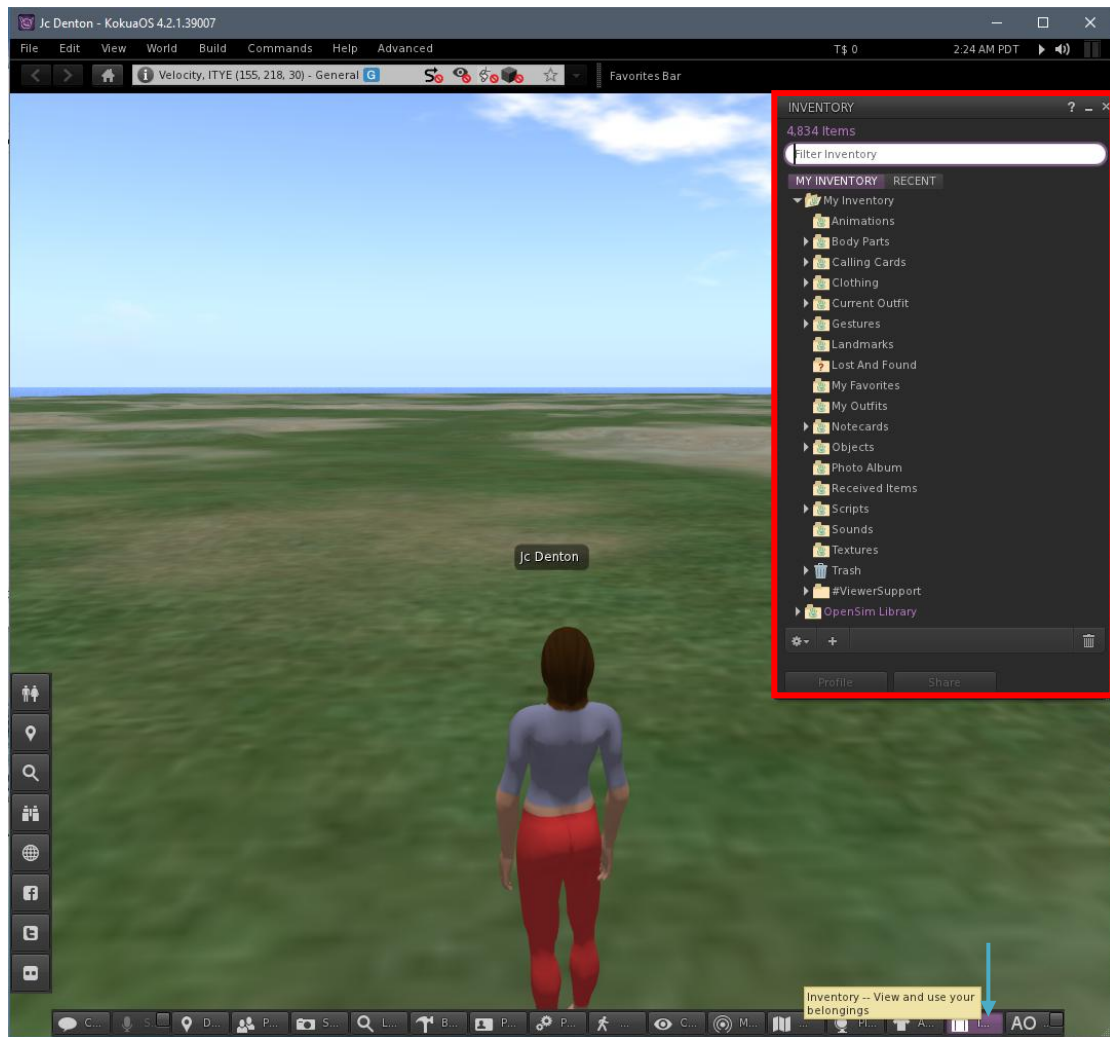


Figure 4 Inventory access

## Movement

### General movement

- Walk forward/backward: W/S or ↑/↓
- Turn left/right: A/D or ←/→
- Run: Double-tap walk forward/backward key (some viewers: ctrl-R to turn run on/off)
- Fly (on/off): F (or hold down jump to turn fly on)
- Jump or fly up: E/page up
- Crouch or fly down: C/page down
- Sit: Right-click on self/object/ground and select "Sit" (some viewers: ctrl-S to sit/stand)
- Stand: Right-click on self and select "Stand"

## Teleport

A teleport is the transfer of a user's connection (represented in-world by their avatar) from one location to another. You can teleport using specific objects that are programmed to teleport you to a specific location or by right clicking in a location and selecting "Teleport here" from the circled menu as shown in figure 5.

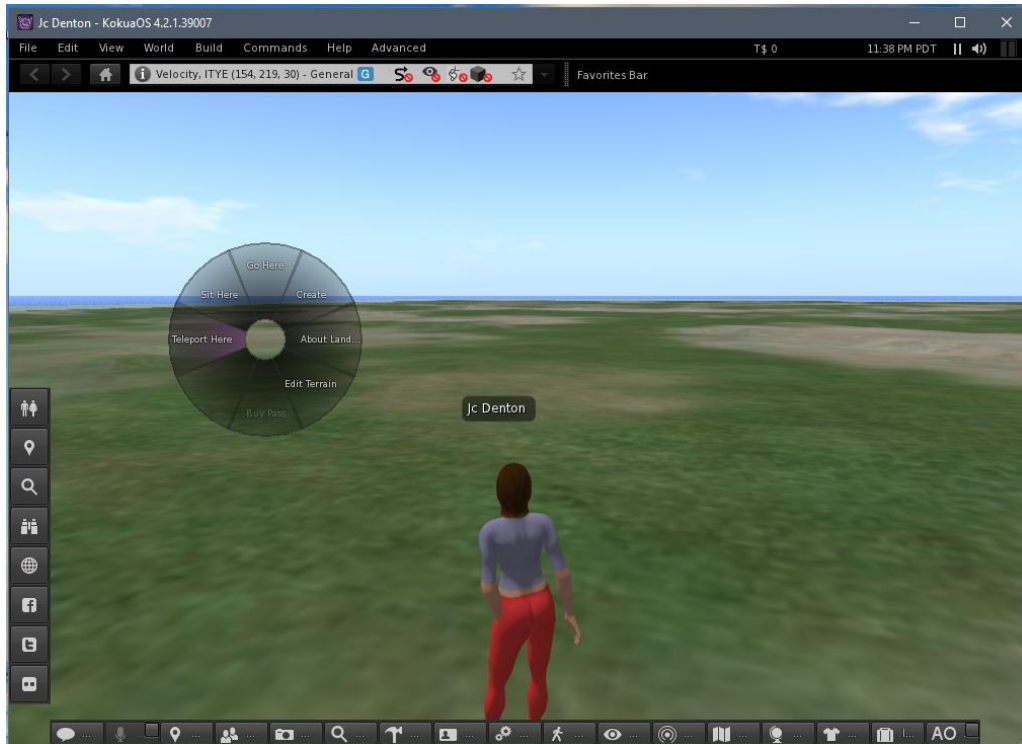


Figure 5 Teleporting to a location using the menu

## Chat

### Basic communication

- Text chat (local): Enter key, it might be necessary to press "Esc" a couple times before "Enter".
- Whisper: Shift-enter (text chat within close range).
- Shout: Control-enter (text chat to a very large area of a region).
- Voice chat: refer to viewer preferences for voice chat settings

### Chat channel

You can start a chat with other users found in the virtual world using the conversation window. The chat is using channels for the communication between users. Chat channels are listening filters inside the virtual world.

They can be helpful when you want to start a dialog with someone in private. By default, all avatars are listening to channel 0. Channel 0 is the public channel and users can broadcast messages by just typing anything in the conversation window without using a specific pattern. The messages going through channel 0 are public to anyone currently in the virtual world. However, to start a dialog in a specific channel other than 0, firstly you have to know the number of the channel others are listening to and always type the channel first before your message as the pattern bellow shows:

```
/1 Hello!
```

The above pattern has two sections. The first (**/1**) is the channel you are broadcasting your message and the second (**Hello!**) is the current message which will be delivered through this channel (in this case channel 1). Thus, only users listening on this channel will receive this message.

Usually, Non-Player-Characters (NPC aka bots) are programmed to listen to specific channel so real users (avatars) can talk directly to them through this channel.

## Basic world navigation

### Camera

The camera can be rotated using the left and right ( $\leftarrow/\rightarrow$ ) arrows on the keyboard. You can also change the camera angle by clicking the camera button located on the bottom toolbar on the viewers window as the blue arrow shows in figure 6. A pop up dialog will appear showing the camera's controls (red box).

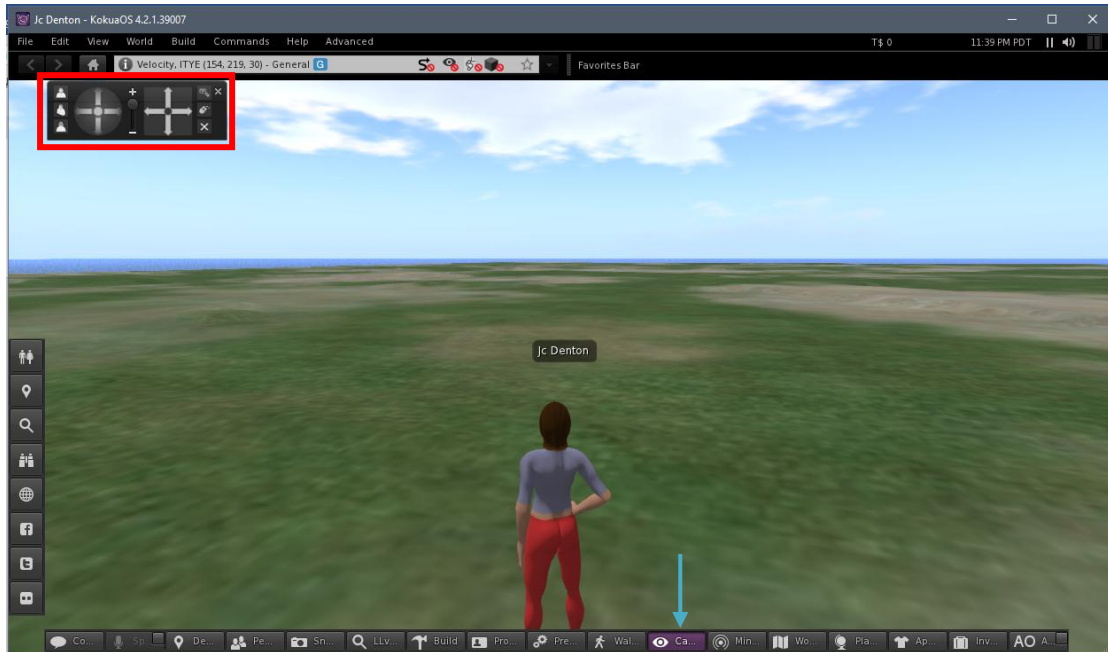


Figure 6 Changing camera angle

This feature will be useful in cases that you have to read text (i.e to read the information that are available in the welcome area) so you can use the camera button functions to read the text easier

## Useful Tips for the Velocity Virtual World Platform

- Devote some time to navigate to the Velocity VW Platform (you can use the walking, running or the flying option)
- You can customize your avatar (change skin, hair and outfit)
- Make sure you will have opened the chat panel so as to interact with the objects (BOTS)
- Make sure you have opened the voice chat so as to interact with the other avatars
- Every time that you are interacting with BOTS for receiving necessary materials, a message in a pop up window will be appeared saying that "an object has given you a notecard" the pop up window has 3 options:

- a) Keep b) Discard and c) Block owner. You have to choose the KEEP option
- If you want to move an object (for Scenario 4): right click the object, choose “edit” and move it by using the coloured axes
  - You can use the cafeteria or the benches any time you need a break or a place to sit and study the needed materials
  - How to order in the cafeteria: type /3 and write your preferences (coffee, tea, juice). A message in a pop up window will be appeared saying that “an object has given you a notecard” the pop up window has 3 options: a) Keep b) Discard and c) Block owner. You have to choose the KEEP option. *NOTE: you can get rid of the cup of coffee by clicking it and choose “detach”*
  - Read the guidelines-tutorials for each scenario (choose the LEARNERS version if you are a learner and the EDUCATOR version if you are an educator) that you will find in the Welcome area. Click any scenario you are interesting in and it will be placed in your notecard.
  - You can return at any time to the Welcome area, by clicking the label “teleport to the welcome area” that you will find close to the cafeteria
  - You can play the scenarios as many times as you want but you will receive the required material per scenario only once. Next time you will play the scenario, you will find the corresponding material in your inventory
  - There are 3 available badges (gold, silver & bronze). You will receive the appropriate badge –based on your performance- by your educator, every time you are playing the scenarios

- You can choose the part of the day that you prefer (day, afternoon or night) by using the toolbar of kokua: tab World then choose Sun (and choose from the available options)
- In cases that you have to read text you can use the camera button functions to read the text easier