

## Task to do:

Imagine you have just been given a work from home job related to a club called “Virtual Reality Explorer Club”. You have been asked to handle email communications and assist with gathering budget information for an upcoming event (VR Tech Expo) organised by the club. Your role involves responding to emails from club members and external parties, providing event details, and collating financial information to ensure the event's success.

You have been given the club's email account <[uoavrclub@auckland.ac.nz](mailto:uoavrclub@auckland.ac.nz)>. **Please read and process each email carefully, ignore irrelevant emails and report any suspicious emails.**

- Reply to all emails that you think need to be responded to, this would include questions related to the club, or the upcoming event, or budget information related to the upcoming event.
- Collect and record the budget information related to the upcoming event in the table provided in the interface.

## UoA Virtual Reality Explorer Club

### About Us:

The Virtual Reality Explorer Club is a fun community of students passionate about the endless possibilities of virtual reality (VR) and augmented reality (AR). Whether you're an experienced player, a curious explorer, or simply captivated by the potential of these technologies, our club welcomes you with open arms.

### How to Join:

- Joining the club is as easy as attending our introductory meeting at the start of the semester or reaching out through our club email.
- Feel free to reach out via email at [uoavrclub@auckland.ac.nz](mailto:uoavrclub@auckland.ac.nz) for inquiries or attend our opening meeting to meet other members and leaders.

### What We Offer:

- VR Adventure Nights: Join us every week as we host VR Adventure Nights, where you'll be transported to captivating landscapes, thrilling games, and interactive stories that defy reality.
- VR Creation Workshops: Unleash your creativity in our workshops, where you'll learn how to design your own VR experiences, from sculpting 3D worlds to programming interactive elements.
- Tech Talks and Demos: Get an insider's view of the VR industry through engaging tech talks and demos by professionals and enthusiasts who are shaping the future of immersive technology.

- Collaborative Projects: Dive into collaborative projects that let you combine your skills with others to create immersive narratives, educational simulations, and mind-bending art installations.
- VR Showcase: Showcase your creations and experiences in our VR Showcase, where you can share your journey with the community and witness the magic you've crafted.

## Upcoming Event:

### VR Tech Expo - Unleash the Future of Reality!

- **Event description:**  
Get ready to immerse yourself in the latest advancements in Virtual Reality (VR) technology at the VR Tech Expo hosted by the Virtual Reality Explorer Club. This event is your exclusive ticket to a hands-on journey through the cutting-edge tools, innovations, and experiences that are shaping the future of immersive reality.
- **Event highlights:**
  - Technology Talks: We have invited **Chris Wu** from VisionLense to share their insights into the current state and future trajectory of VR technology. Gain a glimpse into the potential impact of VR on entertainment, education, training, and beyond.
  - Hands-on VR Playground: Dive into a hands-on VR playground featuring a wide array of VR experiences, from heart-pounding adventures to serene meditative escapes. Try out the latest VR headsets, motion controllers, and haptic feedback devices that transport you into a world of your choosing.
  - Emerging Applications: Discover the diverse applications of VR beyond entertainment. Explore how VR is revolutionising fields like architecture, therapy, engineering, and scientific visualisation, giving you a glimpse of how this technology is reshaping the way we perceive the world.
- **Event details:**
  - Date: October 13th
  - Time: 2:00 to 6:00 PM
  - Location: Building 301, level 1 common area
  - Admission: Free for UoA Virtual Reality Explorer Club members, \$5 for non-members (admission includes VR experience access)
  - **Equipments for demo:**
    - 5 Oculus Quest 2
    - 5 HTC VIVE
    - 2 Hololens 2
    - 1 Apple Vision Pro
  - **Event schedule**
    - 2:00 - 2:10 Introduction and welcome
    - 2:10 - 2:30 Presentation - Chris Wu
    - 2:30 - 3:15 Demonstration of VR applications
    - 3:15 - 5:00 Hands on demonstration
    - 5:00 - 5:15 Closing talk
    - 5:15 : 6:00 Dinner

## VR club email account:

This email account ([uoavrclub@auckland.ac.nz](mailto:uoavrclub@auckland.ac.nz)) is the official account for UoA Virtual Reality Explorer Club, and it is maintained specifically for the club related emails, which includes answering students' inquiries and communicating with club members, and managing upcoming events.

**Managed by:** Jacob Smith ( [jsmi144@aucklanduni.ac.nz](mailto:jsmi144@aucklanduni.ac.nz) )

**Account::** uoavrclub@auckland.ac.nz

**Password:** VrClub123

This account and password is used for all services, including university login, google, outlook and other services

## Club Information

### Club staff:

- Lucas Sherlock ( [lshe121@aucklanduni.ac.nz](mailto:lshe121@aucklanduni.ac.nz) )
  - Role: Chairperson
- Tom Jackson ( [tjac996@aucklanduni.ac.nz](mailto:tjac996@aucklanduni.ac.nz) )
  - Role: Finance and marketing
- Jago Rojas ( [jroj328@aucklanduni.ac.nz](mailto:jroj328@aucklanduni.ac.nz) )
  - Role: Technical support
- Yifeng Wang ( [ywan863@aucklanduni.ac.nz](mailto:ywan863@aucklanduni.ac.nz) )
  - Role: Event Coordinator / graphic designer
- Jacob Smith ( [jsmi144@aucklanduni.ac.nz](mailto:jsmi144@aucklanduni.ac.nz) )
  - Role: General coordinator / membership coordinator

### Emergency contact:

Lucas Sherlock ( [lshe121@aucklanduni.ac.nz](mailto:lshe121@aucklanduni.ac.nz) )

Phone: 022 293 8710

### Guest speaker:

- Chris wu ( [chris.wu@visionlense.co.nz](mailto:chris.wu@visionlense.co.nz) )
  - CEO of VisionLense

### Credit card used for club related expenditure:

credit card number: 4284 1562 8843 1965

Expiry date: 05/25

Security code (CVC): 815

Name: Lucas Sherlock

After study questionnaire (Don't click on the link until you finished the study):

[https://auckland.au1.qualtrics.com/jfe/form/SV\\_doKj6nkKbtU26DI](https://auckland.au1.qualtrics.com/jfe/form/SV_doKj6nkKbtU26DI)