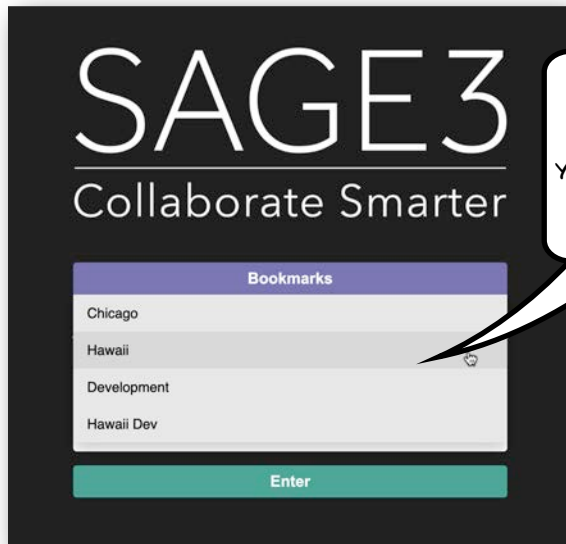


QUICK START GUIDE

DOWNLOAD AND INSTALL SAGE3 FROM
[SAGE3.SAGECOMMONS.ORG](https://sage3.sagecommons.org)

THIS GUIDE IS FOR VERSION *1.0.16* (2024)

AFTER INSTALLING SAGE3, LAUNCH IT, AND
SELECT A SERVER FROM THE BOOKMARKS.



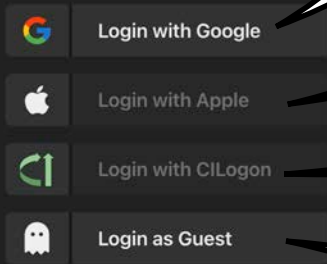
CHOOSE ONE
CLOSEST TO YOU
OR CHOOSE ONE
YOUR COLLEAGUES
MAY ALREADY BE
USING

LOGIN TO SAGE3.

WE RECOMMEND YOU LOGIN WITH AN ID RATHER THAN AS GUEST THE FIRST TIME.

SAGE3

Collaborate Smarter



LOGIN WITH YOUR INSTITUTIONAL GOOGLE ID. IF IT DOES NOT WORK USE YOUR PERSONAL GOOGLE ID

OR LOGIN WITH YOUR APPLE LOGIN

OR LOGIN WITH CI LOGON

GUESTS CANNOT CREATE ROOMS OR BOARDS BUT CAN EDIT CONTENT

AFTER YOU LOGIN, MAKE YOUR OWN ROOM...



LETS SAY YOU CREATED YOUR OWN ROOM, NOW CREATE A BOARD...

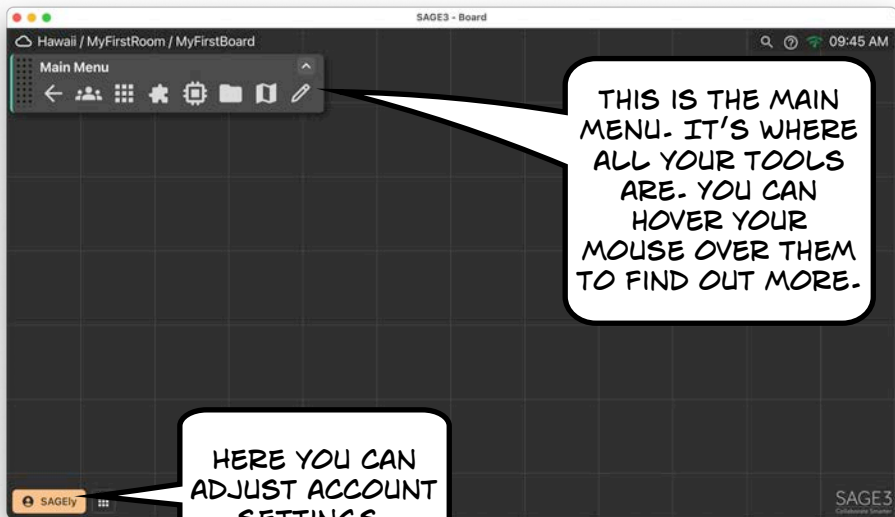
The screenshot shows the SAGE3 user interface. On the left is a sidebar for the 'Hawaii' region, containing options like 'Create Room', 'Search for Rooms', and 'Enter Board by URL'. The main area displays the 'MyFirstRoom' details, including 'myroom', 'Created by SAGEly', and 'Created on 1/29/2024'. Below this are three buttons: 'Create Board', 'Settings', and 'Unjoin Room'. The 'Boards' tab is selected, and a callout bubble points to the 'Create Board' button with the text 'CREATE YOUR OWN BOARD HERE.'. The bottom of the screen shows the user 'SAGEly' and the SAGE3 logo.

CREATE YOUR OWN BOARD
HERE.

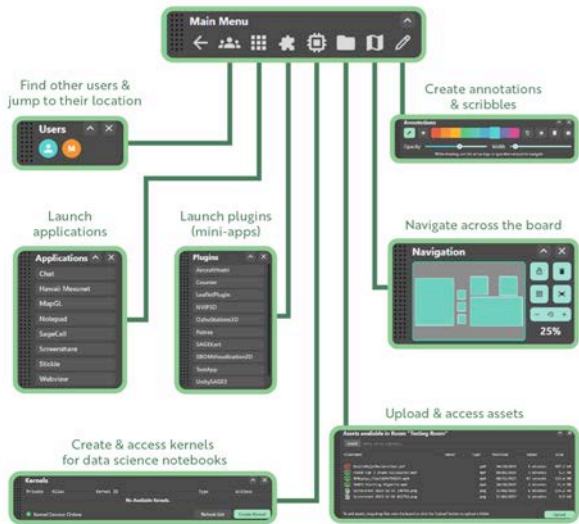
NOW ENTER THE BOARD...

The screenshot shows the SAGE3 Home interface. On the left is a sidebar for the 'Hawaii' room, containing options like 'Create Room', 'Search for Rooms', and 'Enter Board by URL'. The main area displays the 'MyFirstRoom' details, including 'myroom', 'Created by SAGEly', and 'Created on 1/29/2024'. Below this are buttons for 'Create Board', 'Settings', and 'Unjoin Room'. A navigation bar shows 'Boards', 'Members', 'Assets', and 'Chat'. The 'Boards' section lists 'MyFirstBoard' (demo board) with 0 stars and a share icon. A callout bubble points to the share icon with the text 'ENTER THE BOARD.'. The bottom of the screen shows the user 'SAGEly' and the SAGE3 logo.

INSIDE THE BOARD...



HERE IS A CHEATSHEET FOR SAGE'S TOOLS.
YOU CAN BRING THIS UP BY PRESSING "?"



Cheat Sheet

Help ?

Create Sticker Shift + S

Select/Move Drag on app

Deselect On board or ESC

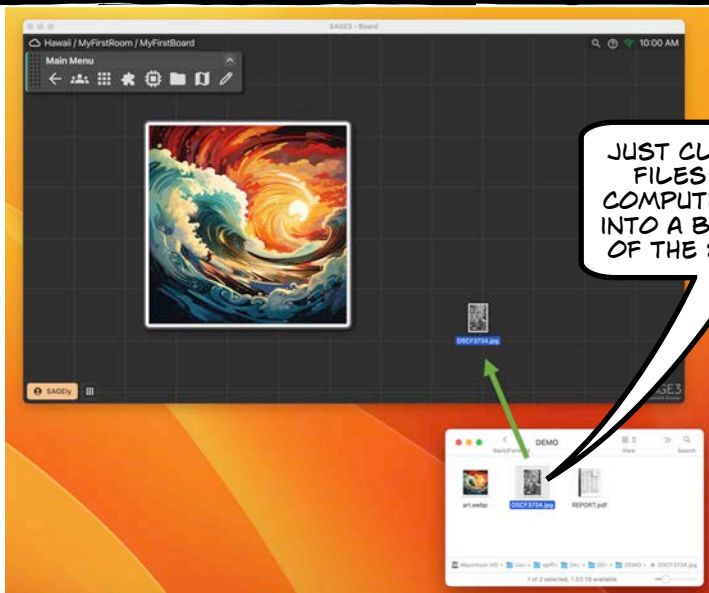
Multi-select Shift + Drag

Resize Drag on app corners

Pan Spacebar + Drag or

Zoom Quick zoom to app Z or 2 finger scroll

YOU CAN UPLOAD DOCUMENTS INTO SAGE...
SUPPORTED DOCUMENTS INCLUDE: PDF, JPG, JPEG, PNG, SVG, WEBP,
TXT, MD, MARKDOWN, MP4, M4V, PY, GEOJSON FILES & URLS.

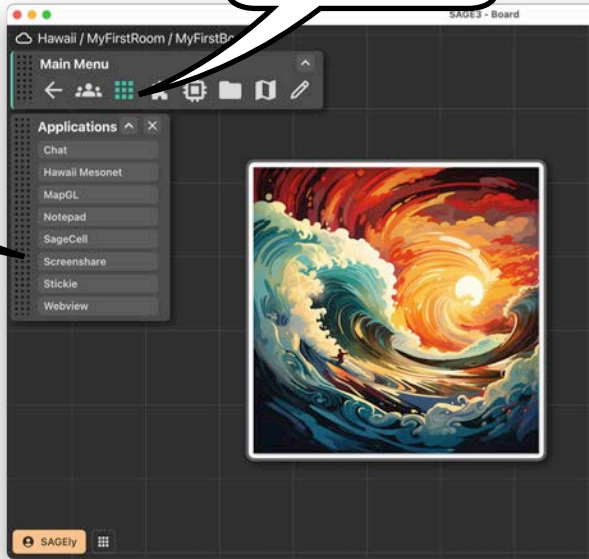


JUST CLICK AND DRAG
FILES FROM YOUR
COMPUTER'S DESKTOP
INTO A BLANK PORTION
OF THE SAGE3 BOARD

SCREEN SHARING...

TO SHARE YOUR
LAPTOP SCREEN,
CLICK ON THE
APPLICATIONS
BUTTON.

THEN CLICK ON
SCREENSHARE.



SAGES CAN EVEN SHARE MULTIPLE SCREENS FROM MULTIPLE LAPTOPS AT THE SAME TIME ACROSS THE BOARD!

SHARED SCREEN

SECOND SHARED SCREEN

THERE IS NO LIMIT ON THE NUMBER OF USERS WHO CAN SHARE THEIR SCREEN AT THE SAME TIME

YOU CAN RUN SAGE3 ON A
LARGE DISPLAY WALL TOO...

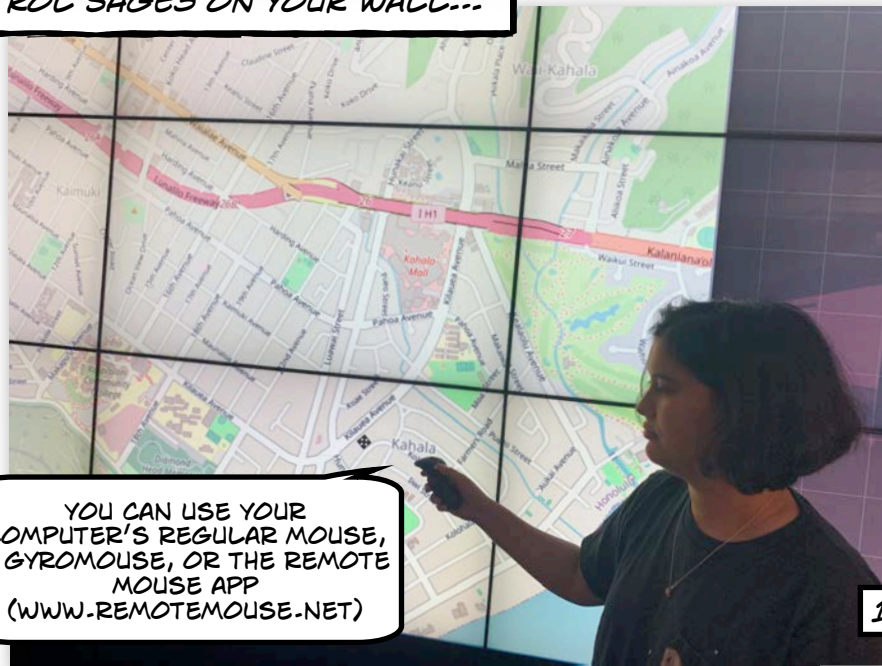


JUST INSTALL THE SAGE3 CLIENT APPLICATION ON THE COMPUTER DRIVING THE WALL, AND LAUNCH IT. AFTER LOGGING IN, GO TO THE DESIRED ROOM AND BOARD.



STRETCH THE SAGE3 WINDOW TO FILL THE WALL. YOU MAY ALSO CONSIDER USING ULTRAMON TO HELP MAXIMIZE YOUR DISPLAY.
(WWW-REALTIMESOFT.COM/ULTRAMON)

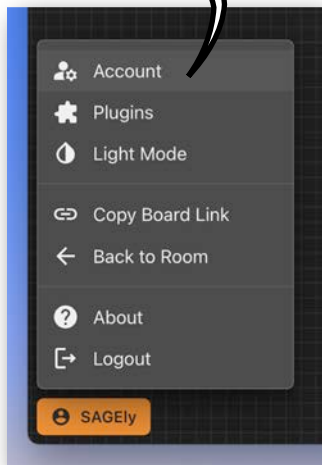
CONTROL SAGES ON YOUR WALL...



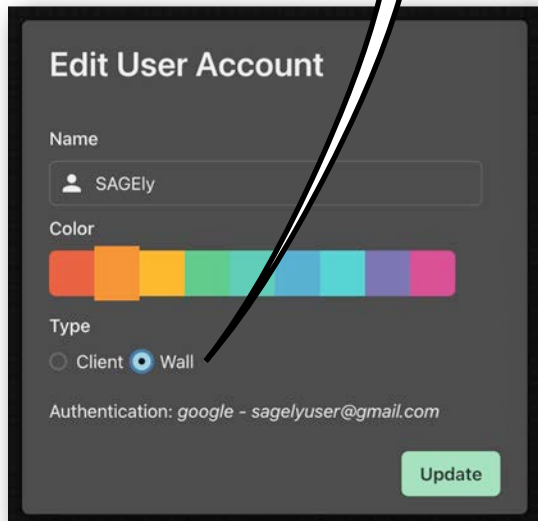
YOU CAN USE YOUR
COMPUTER'S REGULAR MOUSE,
A GYROMOUSE, OR THE REMOTE
MOUSE APP
(WWW.REMOTEMOUSE-NET)

DESIGNATING THE CLIENT AS A "WALL" MAKES IT EASIER TO SEE THE BOUNDS OF YOUR WALL.

SELECT ACCOUNT



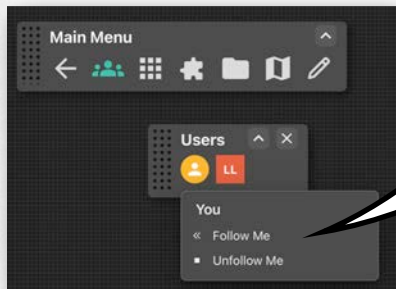
SELECT WALL



A BORDER WILL APPEAR TO OTHER USERS SO THEY CAN SEE THE VISIBLE AREA OF THE WALL. ANYTHING YOU PLACE WITHIN THE BORDERS WILL BE VISIBLE ON THE WALL.

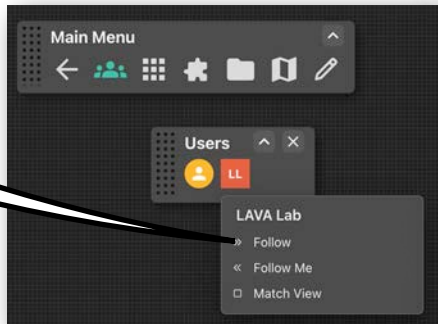
The screenshot displays a virtual meeting environment. On the left, a dark grey sidebar contains the text "Main Room: Main Board" and several icons: a back arrow, a group of people, a grid, a folder, a document, and a pencil. In the center of the workspace, there is a yellow rectangular card with the text "Welcome to SAGE3". To the right of this card is a large map of a coastal region with green land and blue water. Below the map is a photograph of a modern meeting room with people seated around a table. In the bottom right corner of the workspace, there is a small grey box with a blue cursor icon and the text "SAGEly User". At the bottom left of the screen, a pink name tag displays "Jason Leigh". At the bottom right, the "SAGE3" logo is visible with the tagline "Collaborative Environment" underneath.

FOLLOW FEATURE...



YOU CAN HAVE OTHERS FOLLOW YOU WHEREVER YOU GO ON THE BOARD. THIS WILL MAKE THE WALL FOLLOW YOU AUTOMATICALLY.

OR YOU CAN FOLLOW OTHERS



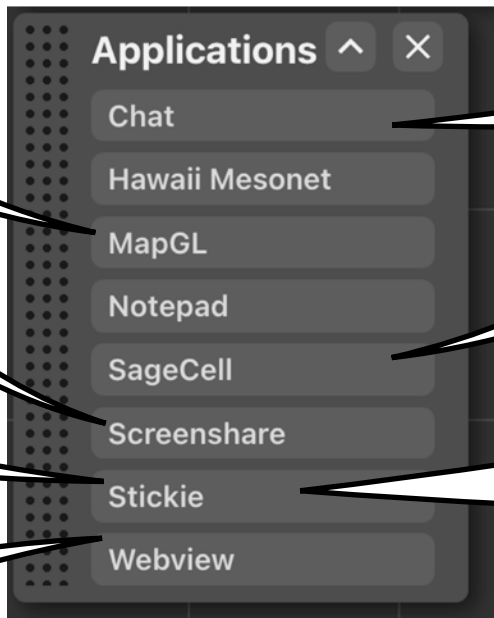
GIVE THESE APPLICATIONS A TRY...

VIEW GEOJSON FILES

SHARE YOUR SCREEN

MAKE A STICKY NOTE

OPEN AN INTERACTIVE WEB BROWSER



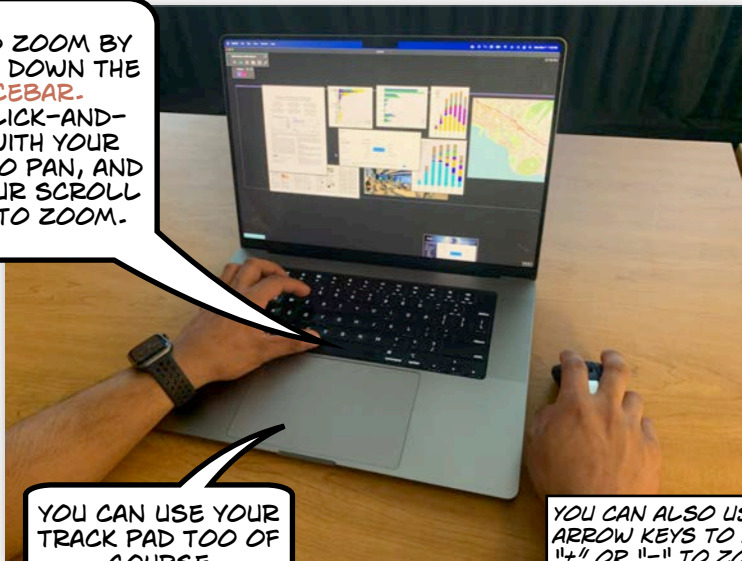
MAKE MULTIPLE INTERACTIVE CHAT SESSIONS

LAUNCH PYTHON CODE CELLS

FOR STICKIE NOTES YOU CAN ALSO POINT AT A BLANK AREA OF A BOARD AND PRESS **SHIFT-S**

FINE TUNE YOUR NAVIGATION...

PAN AND ZOOM BY
HOLDING DOWN THE
SPACEBAR.
THEN CLICK-AND-
DRAG WITH YOUR
MOUSE TO PAN, AND
TURN YOUR SCROLL
WHEEL TO ZOOM.

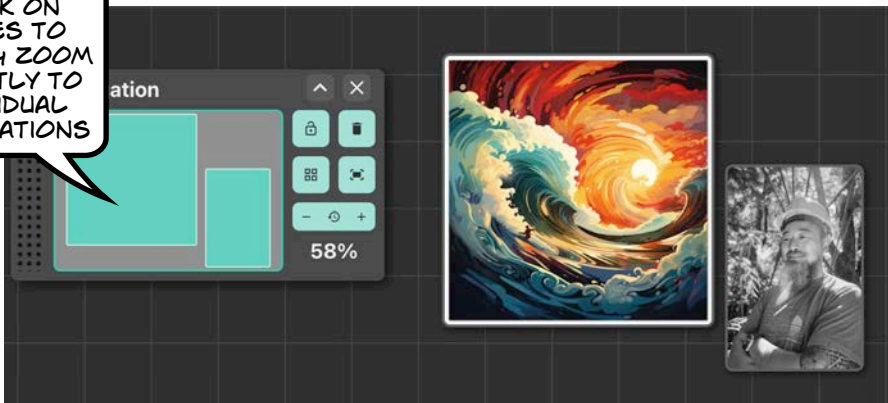


YOU CAN USE YOUR
TRACK PAD TOO OF
COURSE

YOU CAN ALSO USE THE
ARROW KEYS TO PAN AND
"+" OR "- " TO ZOOM

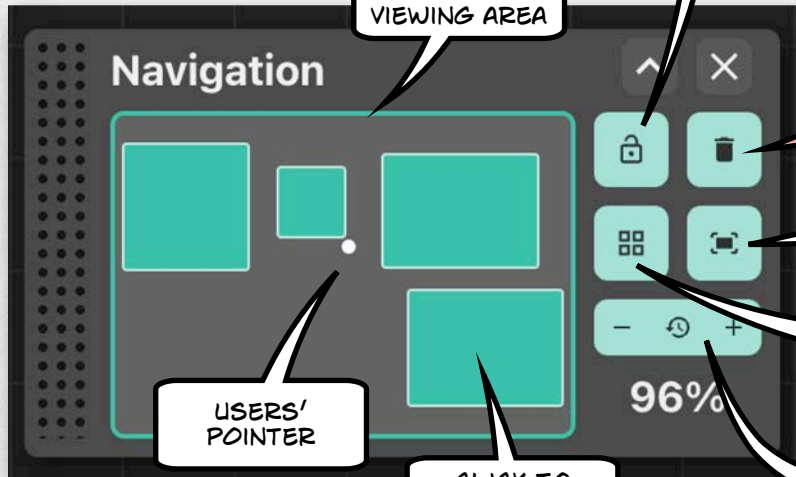
NAVIGATING THE BOARD...

CLICK ON
BOXES TO
JUMP & ZOOM
DIRECTLY TO
INDIVIDUAL
APPLICATIONS



YOU CAN ALSO HOVER OVER A WINDOW YOU WANT TO ZOOM INTO, AND PRESS THE "Z" KEY.

MORE ON THE MINI-MAP...



YOUR
CURRENT
VIEWING AREA

LOCK VIEW

DELETE
EVERYTHING
FROM THE
BOARD

FIT YOUR VIEW
TO SEE ALL
APPS

TILE CONTENT

SET ZOOM
LEVEL

USERS'
POINTER

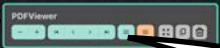
CLICK TO
ZOOM INTO
APPLICATION

CONTROLLING YOUR APPLICATIONS...



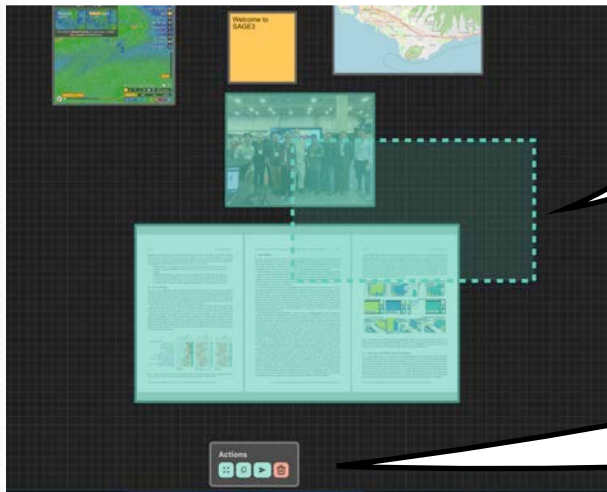
EACH APPLICATION HAS A TOOLBAR WITH ADDITIONAL OPTIONS YOU CAN ACCESS

FOR EXAMPLE, FOR THIS PDF VIEWER, CLICK ON "+|" TO SHOW MORE PAGES



EVEN MORE OPTIONS HERE, LIKE DOWNLOAD A COPY OF THE CONTENT

GROUP SELECT ITEMS...



HOLD DOWN
SHIFT KEY AND
DRAG OUT A
BOUNDING BOX

SELECTED
ITEMS CAN BE
DUPLICATED
OR COPIED TO
ANOTHER
BOARD

FOR MORE HELP VISIT...



[HTTPS://DISCORD.COM/INVITE/VDNY2BZAGC](https://discord.com/invite/vdny2bzagc)

SAGE3 IS MADE POSSIBLE BY THE FOLLOWING
NATIONAL SCIENCE FOUNDATION AWARDS:

2004014 (UNIVERSITY OF HAWAII AT MANOA),
2003800 (UNIVERSITY OF ILLINOIS AT CHICAGO),
2003387 (VIRGINIA TECH)

