

# Speak to fellow participants

Approach another character till a circle is formed under you and the character you are speaking to. As soon as this circle is formed, this means you can communicate with the other character verbally and visually.

Only four participants can be part of one of these ad hoc meetings!



# Enter a meeting room

Meeting rooms allow video conferences for a larger number of participants.

In some meeting room areas you will enter the video conference automatically by walking in the defined area.

Other video conferences you can take part optional. Therefore, you would be asked to press “SPACE” to enter the meeting. **Watch out** – if you zoomed out, you might oversee the little popup at the bottom of your screen!



# Use the chat for further communication

You will find the chat function on the left bottom side of your screen.

The chat allows you to write with the participants in your ad hoc meetings or in your conference meetings.

**Watch out** – if you zoomed out, you might oversee the little popup at the left side of your screen!

