

## Co-funded by the Erasmus+ Programme of the European Union



## In-Cult



## Teaching Materials

Joining Wonder
Technical support
ILEU e.V., Germany

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## Come Join a Wonder Meeting!

## 1. Joining a Wonder Meeting

### 1.1 Introducing Wonder.Me



### 1.1.1 What is Wonder?



What makes Wonder different? You!
Because you are on the screen, communicating with others. You can
Wonder Avatar move your virtual You, your Avatar, around and join other Avatars to have a chat, discuss a topic, listen to speeches...

Space The Space, your screen, contains all the Avatars, Areas and Circles of the people present in your Wonder session. It is the virtual Wonder space you can see on your device.

### 1.1.2 Wonder in the Web

> home You can find the Wonder.Me homepage at https://www.wonder.me/ Here you can not only sign up to join, you can also find many tutorials on Wonder and its features. ILEU

### 1.2 Basics

### 1.2.1 What is an Avatar?



An Avatar is a virtual character representing an online user. In Wonder, you have your own personal Avatar. This is shown by your own photo, the photo you have entered in your profile.

The small black circle shows where your mouse is right now in relation to your Avatar. So here it would be at the bottom right.

The small icon at the bottom of your Avatar represents your profile and the information you have entered there.

If you want to see information that other participants have stored in their profiles, hover your mouse over their Avatar. This information will then be displayed to you.
moving your Avatar
joining others

To move your Avatar, click and hold your mouse or track pad. Your Avatar will follow wherever your mouse moves on the screen. As soon as you let go, the Avatar remains where it is.

You can move your Avatar up to the people you want to join. Just let go - and a circle is formed with you and the other Avatar in it. Or, if you want to join an exisiting circle, move near and let go.

### 1.2.2 Your Profile



To set up your Avatar, you need to personalize your profile by customizing it with your photo. You can have it taken online right from your camera.

Or you can upload a photo you prefer.

Name
Enter your name. It will be shown when others hover over your Avatar.

If you want, you can always change it here.

### 1.2.3 The Icebreaker Question

## Icebreaker Question

What do you want to achieve today?

Presence. 25

How to begin a converstion with people you don't know yet? You could begin with "So, come here often...?" But you could do better than that.... that's what the icebreaker question is for. So just answer that question before entering the Space.


Your answer will be visible when other guests hover their cursors over your Avatar.

### 1.2.4 What is a Space? an Area? a Circle?

Wonder meetings are held in Spaces taking up the entire screen. Here you can see all the Avatars currently online. And especially your own Avatar, which you can move about using your mouse or track pad. To do so, simply press or release it to make the Avatar stop.

Space One Space can hold up to 500 people.


The Space takes up your entire screen.

Areas A Space can have 15 Areas. Areas are meeting locations where people of an interest group or who want to discuss a certain topic can meet and discuss.

- Please note The Areas serve only to indicate an area in the Space. If you are there with other Avatars, you cannot talk to them yet, you need to form a circle first.

Circle To set up a circle, just move your Avatar close to another Avatar and let go. You are then joined in a Circle.

In Wonder, the number of Avatars per circle is limited to 14. However, hosts can also limit circles to fewer Avatars.

To join an existing Circle, move close to the Circle and let go.
A Circle does not have to be in an Area, it can be formed anywhere in the Space.
$\rightarrow$ Please note When a Circle is full, anyone who wants to join will have to wait until someone leaves so that they can get in.

Circles can be closed to others by clicking the lock in the toolbar.

naming a Circle If you want to open the circle again, click the icon again.

You can name a Circle by clicking the "Set circle topic" below the circle. Just enter the name you want to show what the Circle is about. It can be seen by all other participants in the Space.

The hierarchy: Space -> Area -> Circle.

### 1.2.5 The Toolbar

at the bottom of the screen


You can use the toolbar icons to toggle several functions:

turning your microphone on or off
turning your camera on or off
click the little arrow to change the microphone or camera settings
sharing a screen
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locking or unlocking a circle to prevent others from joining or allowing them in
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switching between space view and full screen view

### 1.2.6 The Sidebar

ํ At the right-hand side of your screen you can see the sidebar to access several functions:

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Profile - set up or change your profile

List of participants - see who else is in your Space

### 1.2.7 Participant List

Chat - send a message to everyone, your circle, or to another person only

## $\therefore$

Click the icon in the sidebar to view the list of participants.
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The list shows all participants present in the Space.

### 1.2.8 Chatting

Click the chat icon next to a person's name to send that person a message.


Type your message...
Enter your message here. It will be sent as soon as you press <Enter>.
Everyone


Everyone: Send the message to all participants in the Space.

Circle


Send the message to all people in your circle.
Private

View earlier messages
View earlier messages

View messages sent earlier.

### 1.2.9 Zooming In and Out



Using the <Ctrl> key and the mouse or trackpad, you can zoom in or out. Do so by holding down the key and turning the wheel of the mouse or trackpad:

$\rightarrow$ Please note
If you have zoomed in too much, you may not be able to see circles that were on the edge of the screen.

Reduce the view again using the <Ctrl> key and the wheel of the mouse or the trackpad.

### 1.2.10 Wonder on Mobile Devices

as of February 2022 Today, Wonder cannot be used on mobile devices, but only on a laptop or PC.


### 1.2.11 Wonder in Browsers

Browser Wonder can be used with different browsers:
Chrome
Firefox
Edge

## 2. Joining a Meeting as a Guest

### 2.1 Invitation

## link Your Space URL: https://app.wonder.me?spaceId=b91ec2b8-c0f7-4c2b-8c90-2221c8a7309c

Your host will have received such a link. Hosts can send it to any people they want to share this Space with, they want to join the meeting.
$\rightarrow$ Please note The room remains set up even after a meeting has come to an end. Participants can always click on the link to meet there again.

### 2.2 Join

Your Space URL: https://app.wonder.me?sp
8c90-2221c8a7309c

Enter the Wonder Space you have been invited to by clicking the link in the invitation you have received.


Now you can set up your profile to create your Avatar by clicking the icon in the sidebar.

You can then use your Avatar to move around, join any person you want by moving near and thus setting up a circle, or moving near an existing circle to join in.
$\rightarrow$ Please note
If you are active in a circle, all participants who are currently in that circle can listen in on you. Even if, for example, you are talking on the phone in the background.

### 2.3 Moving Around During the Meeting

### 2.3.1 Moving Your Avatar


moving your Avatar


To move your Avatar, click and hold the mouse or trackpad. The small black circle indicates which direction from the Avatar the mouse is currently facing. Your Avatar follows its movement on the screen. As soon as you let go, the Avatar stays where it is.

If you want to see the information that others have stored in their profile, hover your mouse over their Avatar. This information will then be displayed.

### 2.3.2 Forming a Circle



You can move your Avatar towards the Avatars of the people you want to join. Just release your mouse near them - and a circle will form with you and the other Avatar inside.

Or, if you want to join an existing circle, move the Avatar near and let go.

To form a circle and talk to a specific person, click on their Avatar.
This will invite the person to talk to you and you can form a circle.
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The other person receives an invitation via chat to form a circle with you.

### 2.3.3 Joining a Circle

If you want to join an existing circle, just move the Avatar near it and let go.

- Please note If the maximum number of people has already been reached or the circle has been closed, you will have to wait to be let in.

