EXPO VIRTUAL 360

CENTRO INMERSIVO DE NEGOCIOS Y EDUCACIÓN

EXHIBITOR´S MANUAL

AVAILABILITY

LA COLONIA is a collaborative space,
your connectivity tools are
hosted in the main app stores and for
the OS.
Windows - iOS - Android

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MINIMUM TECHNICAL REQUIREMENTS

EVENT PLACE
Dear Host - Exhibitor - Lecturer - Speaker, it is a pleasure to have you with us at LA COLONIA. Here we have a quick guide to help you get started on our immersion platform.

LA COLONIA CONFIGURATION - EXPOVIRTUAL 360
It is accessed through the download link that your event operator will provide you through the communication means established for the arrival of relevant information about the event.
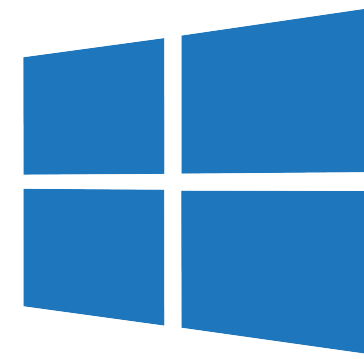
SYSTEM REQUIREMENTS
It separates the roles of EXHIBITORS - SPEAKER - HOST, runs on Windows and Mac computers. The minimum requirements and recommendations are listed below.

Hardware and Software Requirements

Minimum Windows Requirements

- Windows 7 SPI+
- CPU: Intel Core i5 de l.8GHz o AMD Phenom 11 de 2 GHz
- Memory 4GB
- Graphics: Graphics device with DX10 (shader model 4.0)
- Storage: 5GB will be used, but you will need around 10GB available during installation

Recommended PC Requirements

- Windows 7 SPI+ or higher
"- CPU: Intel Core i7 de 2,5 GHz o AMD AS de 2,2 GHz"
- Memory 8GB
- Graphics: Dedicated graphics device with DX11 (shader model 4.0) and at least 1GB of on-board memory
- Storage: 5GB will be used, but you will need around 10GB available during installation

Minimum Mac Requirements

- Mac OS X 10.11
- CPU: Intel Core i5 de 2 GHz
- Memory: 4GB
- Graphics: Intel HD Graphics 4000
- Storage: 5GB will be used, but you will need around 10GB available during installation
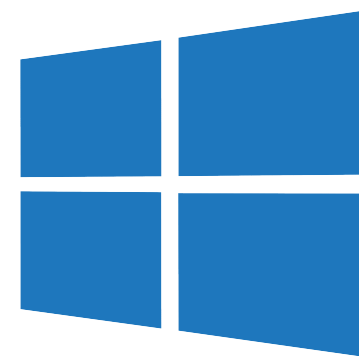
Recommended Mac Requirements

- Mac OS X 10.11o or higher
"- CPU: Intel Core i7 de 2,5 GHz"
- Memoria 8GB
- Graphics: GeForce GT 750M or better
- Storage: 5GB will be used, but you will need around 10GB available during installation

FURTHER

Headphones and microphone
Power cord plugged in for extended use

EXPO VIRTUAL 360

INSTALLATION ON WINDOWS

After downloading LA COLONIA, double click on the executable file and follow the instructions. Depending on your security settings, your computer may generate a pop-up window saying that the application was blocked from opening. Click "Run Anyway"

INSTALLATION ON MAC OSX

After downloading LA COLONIA, click on the dmg file and then drag the EXPOVIRTUA L 360 icon to the Applications folder. When you open LA COLONIA for the first time, the system will ask you if you are sure you want to open it. Click "Open"
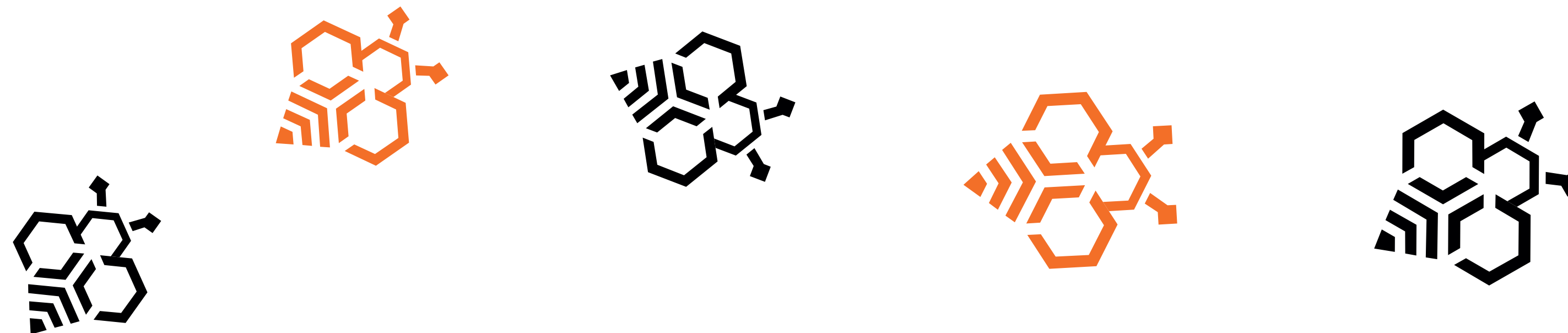
SETTING UP THE COLONY

Once LA COLONIA opens with the recommended features, it will download and install the virtual assets and supplies for your event. This may take a while for the first time, for this reason you will arrive at a lobby where we recommend making trips while the assets of your event are installed and configured for the experience.

If you encounter problems due to your computing device, you can try:

- You can change the resolution or quality of the graphics at this point to reduce the load on your graphics device, which will help LA COLONIA perform better.
- Test graphics quality, but if you stutter or analyze other performance issues, try one of the lowest settings your computing device provides.

If you do not have an account, you must register before using LA COLONIA for the first time. You will need to provide the same email address that you gave to the event organizer, along with other personal information such as name, organization (or institution) and others. After that, you will be automatically redirected to the screen for selecting the event and role you want to enter, where you can select it and proceed with the avatar customization.
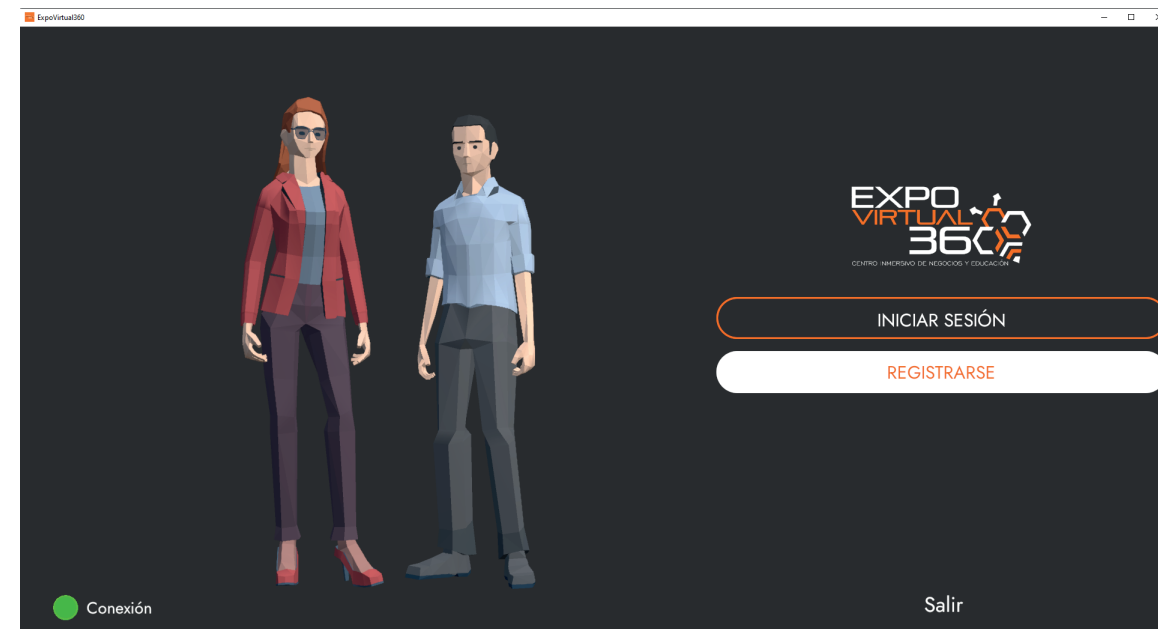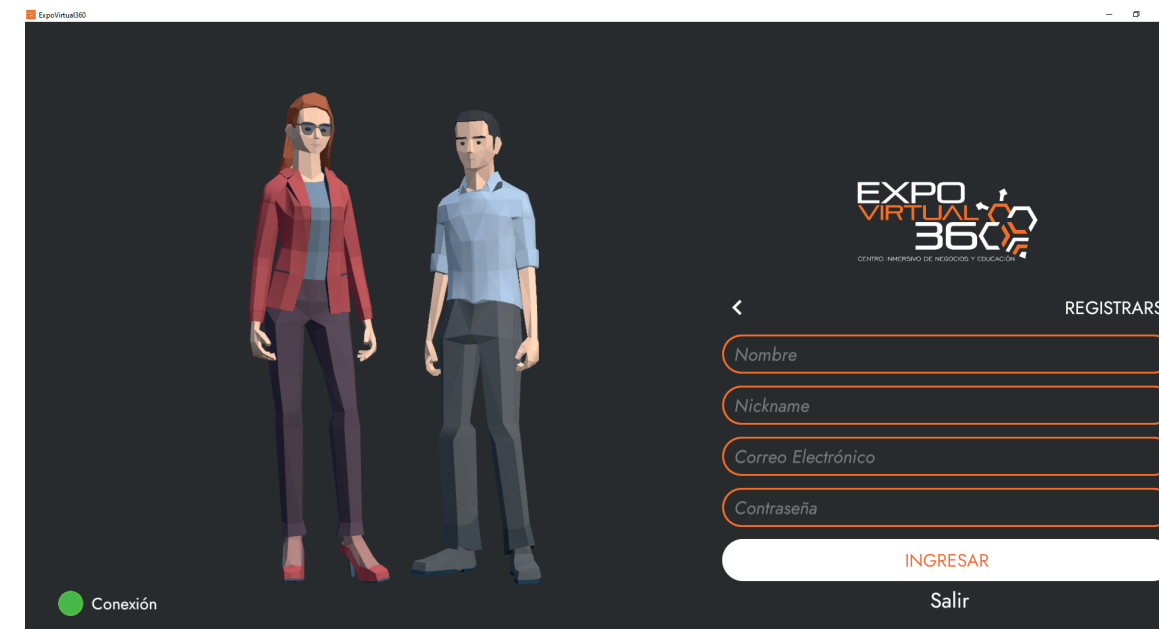
EXPO
VIRTUAL
360

SETTING UP THE COLONY

1

INICIAR SESIÓN

REGISTRARSE

Conexión — Salir

2

REGISTRARSE

Nombre
Nickname
Correo Electrónico
Contraseña

INGRESAR

Conexión — Salir

3

Cerrar Sesión

FERIAS Y EVENTOS

Listado de ferias y eventos disponibles, selecciona uno para ingresar a la colonia.

Bog & Go

Evento Bog & Go

Conexión — SIGUIENTE

4

Cerrar Sesión

SELECCIONA TU ROL

Selecciona un rol de los que tengas disponibles, con el que deseas participar en la colonia.

Visitante
Optimice el recorrido de las ferias, planeando rutas de interés prediseñados para que encuentre lo mas relevante e interesante en las ferias.

Anfitrión
Consiga una participación efectiva como expositor dentro de las ferias obteniendo las conexiones necesarias para conseguir negocios.

Administrador
Obtenga todas las herramientas tecnológicas necesarias para configurar, planear y ejecutar su feria de manera exitosa a través de un poderoso tablero de control.

Conexión — ATRAS — SIGUIENTE

5

Cerrar Sesión

Administrador   miusaquen@gmail.com

Personalizar Avatar

Administrador de contenido

Opciones

Créditos

Nickname   Miguel

Empresa   Ingresa un nombre de empresa

Conexión — ATRAS — INGRESAR

6

Volver

Personaliza tu avatar.

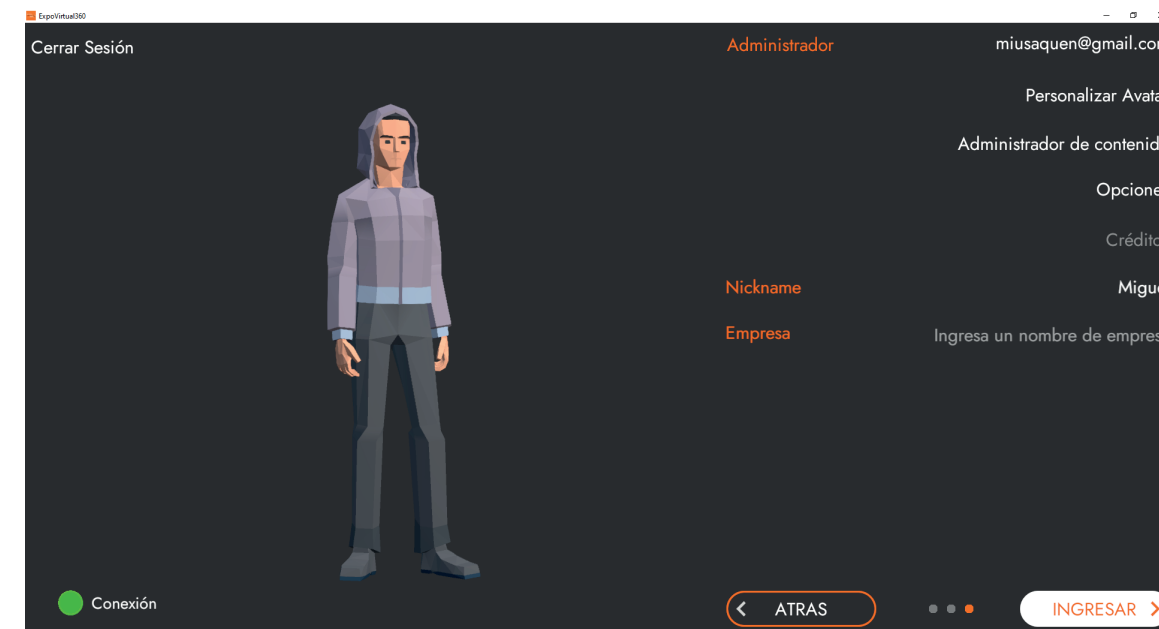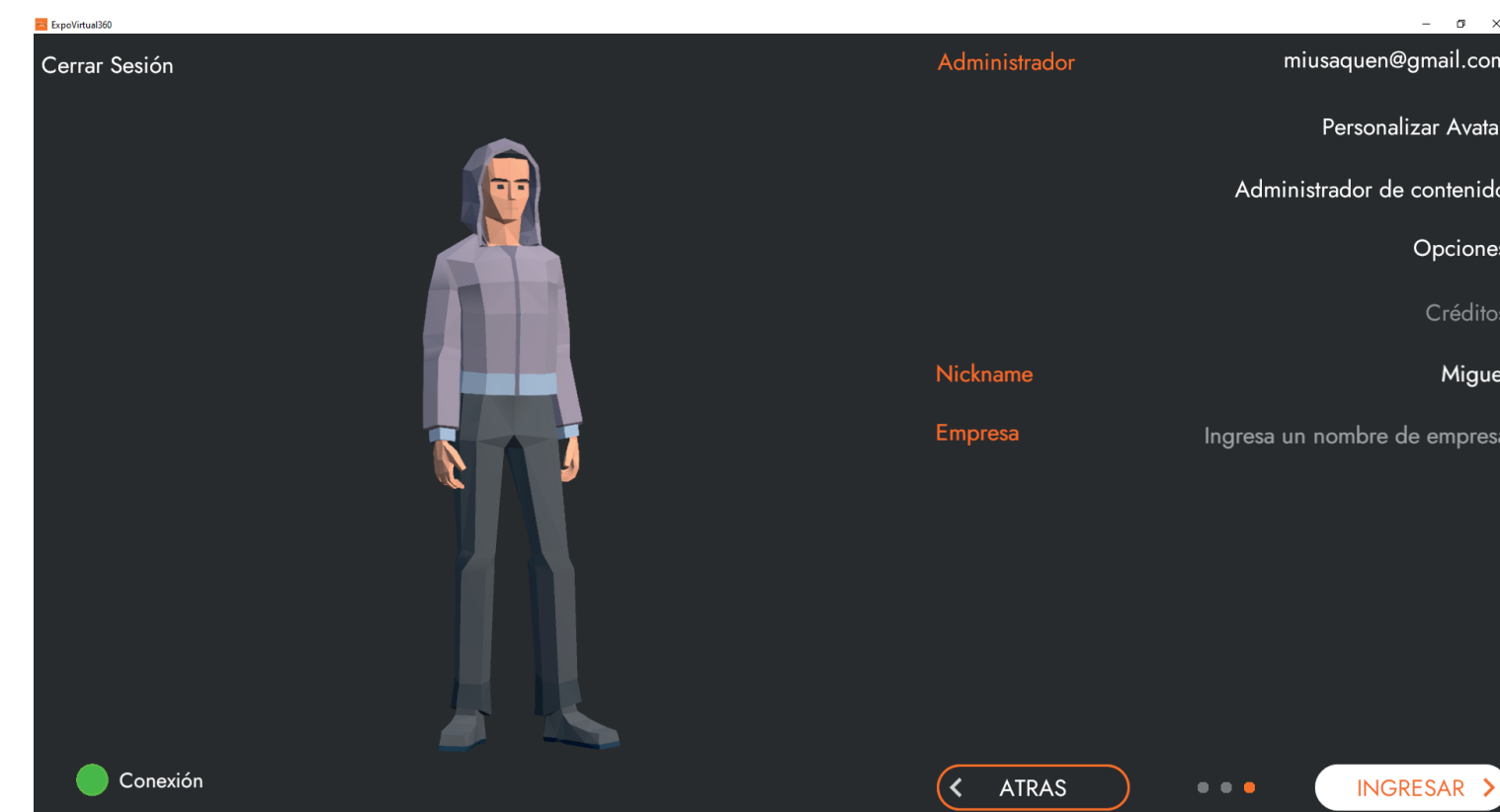|		
GÉNERO	Hombre	Mujer
CABEZA	< 8 >	
CABELLO	< 1 >	
SOMBRERO	< - >	
ACCESORIO	< - >	
CAMISA	< 3 >	
PANTALONES	< 4 >	
ZAPATOS	< 5 >	
COLOR DE PIEL	< 4 >	
ALTURA	0	
GORDURA	160	
DELGADEZ	160	
MUSCULOS	160	

Conexión

EXPO VIRTUAL 360

CREATING AN AVATAR

When you log in for the first time, you will be taken to the avatar creation screen. Here you can create your own avatar. This is how the other participants will see you, so you can be creative and have a lot of fun set up your avatar. Feel free to experiment because you can change it at any time using the initial menu: CUSTOMIZE YOUR AVATAR.

After customizing your avatar using the RETURN screen button, which will update and save your avatar style.
You will return to the menu where you must write your Nickname, which will be the one that appears at the top of the avatar in LA COLONIA. At the bottom of this menu list, the COMPANY section appears, so that you can fill out the identifier of your company.

CREATING AN AVATAR

WALKING

You will find an explanatory menu of scrolling in LA COLONIA

- WASD keyboard
- Keyboard: scroll arrows
- Right clicking on any space moves your avatar there.
- Right click on the mini map it teleports.

TALK TO ANOTHER AVATAR

There are two main ways to communicate in LA COLONIA and you can find them at the bottom left

- Chat
- Voice

CHAT

The other method of communication is through chat. It's next to the microphone icon and you can use it to send messages, communicate with other people privately, and view sent messages on the general timeline. To use the chat, compose your message and then click send.

ACTION BUTTONS

SPEED UP

By pressing the RABBIT icon, you can make your avatar speed up your steps.

VOICE COMMUNICATION

This is the main way to communicate in LA COLONIA. When you arrive in LA COLONIA surroundings, your microphone will be silent. Silence is always re-commended when you are not speaking to avoid background noise. To speak, you can click the microphone icon to turn it on. Clicking it again and it will turn it off.

When you speak, you will be heard by people in the same location. For exam-ple, if you are on the LOBBY main stage, and someone else is in the landing zone, you will not be able to hear each other. Also, you can only listen and talk to people close to you when you are in open spaces because audio is spatial in open spaces. Within a space, on the other hand, you can listen and speak to anyone regardless of distance.

MAP MENU

YOU WILL FIND A MINI MAP: SEE MAP.

By clicking on the VIEW MAP button, a navigation menu with three buttons will be displayed: STANDS - MAP - CLOSE.
On the left side are the centers of interest:
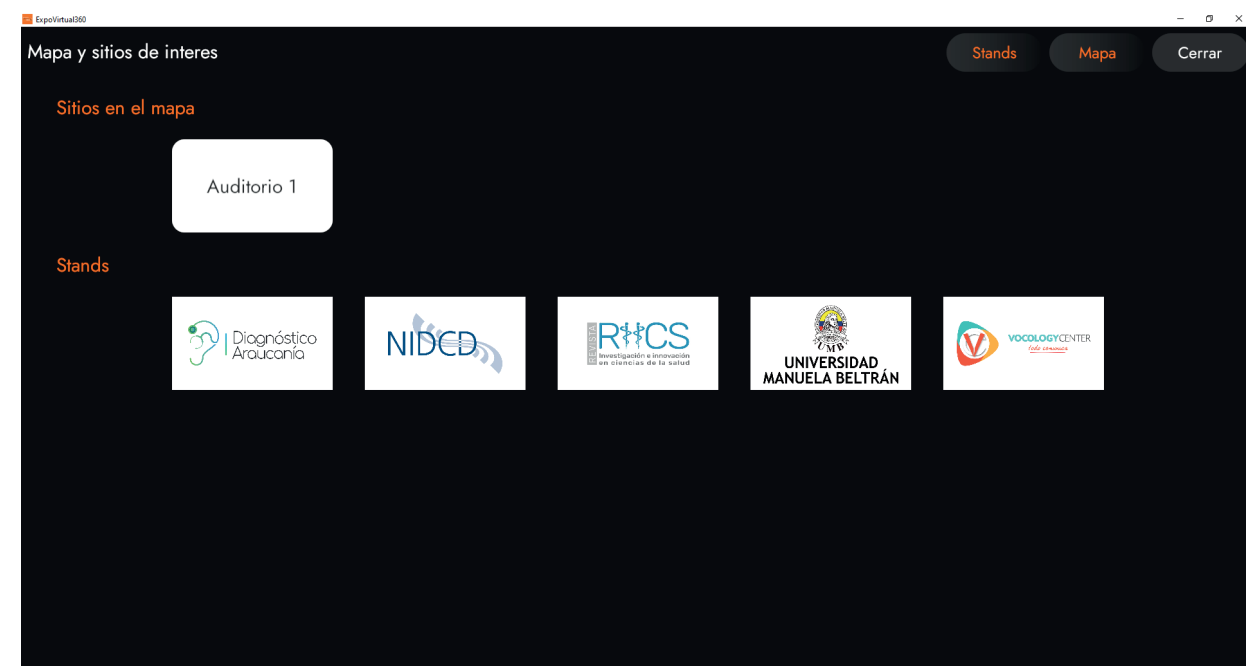
-Lobby
-Plazoleta of stands
-Auditoriums
-Theaters.

MAP MENU

MAPA DE VISUALIZACIÓN GLOBAL

The global display map will allow you to move with a right click and teleport to any space, as well as to recognize the spaces of interest.

MAP OF STANDS SPACES

In this STAND button, you can view the logos of the brands and with a single click scroll to that space
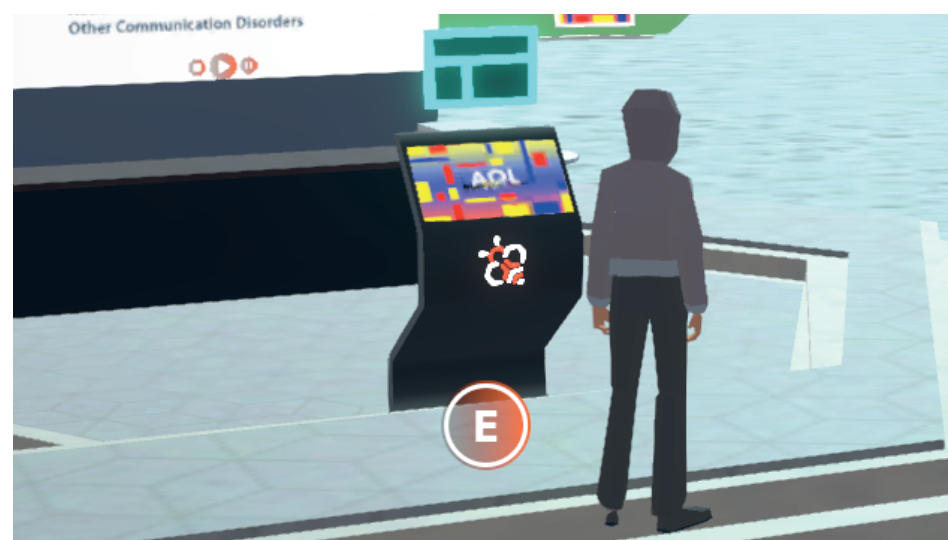
TOOLS

EXHIBITOR

If you are the host - exhibitor when you select the booth square, you will automatically appear in the corresponding booth.

INTERACTIVE SCREENS

On the interactive screens you will find the buttons for:
- Stream from your webcam.
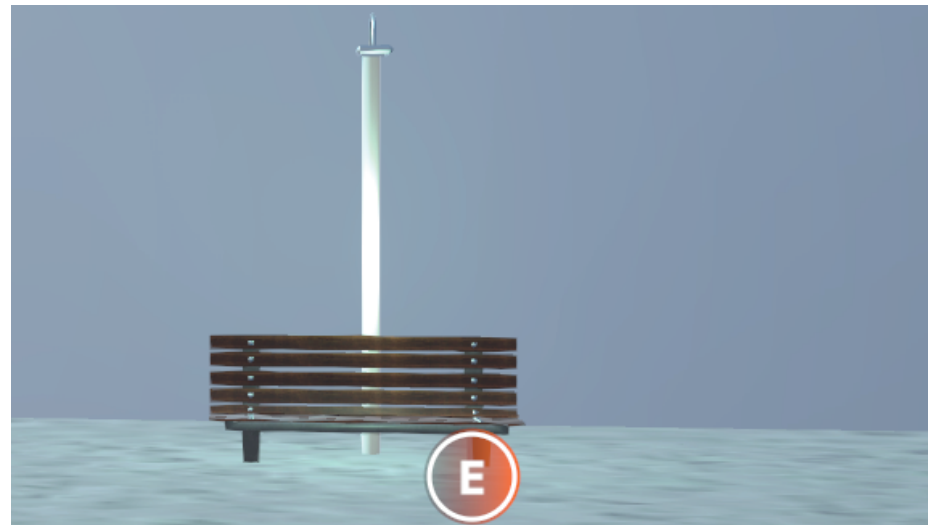- Share desktop.
- Share a URL

KIOSKO PDF

In the PDF Kiosk you will find when you approach a button with the letter E, which when you press the button or press the letter E will open a tab in your browser that will display the brochure in PDF.

TOOLS

ACTION BUTTON

In different spaces you will find the Action Button E

VIDEOS

The videos will be muted, and as you get closer the volume will increase upwards.

CONNECTION

In the upper right part the connection status icon will appear in the different spaces.

ACTION BUTTONS

LOOKING AT THE REDED

By pressing the CHANGE CAMERA icon, you can unlock your camera and have a free first-person look.