

Instructions for recitation sessions

Gather.town platform

- We are using the Gather.town platform to meet at the end of each day for the recitation sessions and nightcap. You can start it directly in your browser using the following link:
<https://gather.town/app/xzw4fxh6rvzyR5nl/MCnet-CTEQ%20School%202021>
The password should have been sent to you by mail. Please use **your full name**.
- It will not work very well on tablets/phones or Safari, please use it through your laptop with **Firefox** or **Chrome!**
- If you have not used Gather before, you can find instructions and help on [their support pages](#).
- Feel free to try it out even before the official recitation sessions through the link above!

Group assignment

- You are (initially) assigned to one recitation group of ~10 participants depending on the last digit of your registration ID (which you find in your Indico registration page as “**Reference #...**”).
 - Recitation group 1 = students #1, #11, #21, #31, ..., #101, ...
 - ...
 - Recitation group 10 = students #10, #20, #30, ..., #100, ...
- On the first day you should start the recitation session by joining the platform as described above and then going to the corresponding Recitation room 1 ... 10
- You will be joined by one CTEQ or MCnet member as tutor/facilitator of the recitation session, and the lecturers of the day will roam around all rooms or can be called into your room by the tutor if questions to them arise.

Nightcap

- The evening sessions don't have a fixed end, it's up to your group how long you want to chat and discuss. If you want, you can also move from the group rooms into the more informal Bar area (in the North) at some point for the nightcap. Some tables with games are prepared, and you can also build more tables+games yourself through the “Build” function if you need. Just the drinks have to be provided by yourself!

Plenary Q+A

- On some days we will start the recitation sessions with a plenary Q+A. For that we meet in the lecture hall in the very East. There are “spotlights” for all panelists and one “open mic spotlight” to which you can step to ask a question while everyone can hear/see you. Queue if multiple students want to ask at the same time. It's probably best to mute your audio/video in this room unless you go to the spotlight as students close to you will otherwise still hear/see you.

Tips & Tricks

- To find/follow someone in the room, click on their name in the participant list and use “Follow”.
- Each room has a shared Whiteboard. Use it by pressing “x” on your keyboard while close to it.
- If you need help, contact Frank (E-Mail frank.siegert@cern.ch or Matrix [@fsiegert:tu-dresden.de](https://matrix.to/#/!fsiegert:tu-dresden.de) or ping me on Gather).

Last, but not least: Code of Conduct

- We are dedicated to providing a comfortable and harassment-free conference for everyone, regardless of gender, gender identity and expression, sexual orientation, disability, physical appearance, race, age, religion or nationality. We will not tolerate harassment of conference participants in any form. All communication should be appropriate for a professional audience including people of many different backgrounds.
- If you feel uncomfortable or harassed, in particular during the informal recitation sessions, please get in contact with the organisers **immediately**, such that we can help you.