

ICFA Discord Setup Guide

Discord is a community building service with both text and voice chat that will serve as an informal meeting space for ICFA 2021. This is a place to discuss presentation you've seen, mingle with other attendees, or just hang out by the "pool".

Join the ICFA 2021 Discord server here: <https://discord.gg/QPXUvnQrk9>

1 Code of conduct

The International Conference on the Fantastic in the Arts is dedicated to providing a harassment-free conference experience for everyone, regardless of gender, gender identity and expression, sexual orientation, disability, physical appearance, body size, race, age or religion. Harassment of conference participants in any form will not be tolerated. Violation may result in being muted or banned from the ICFA 2021 discord server at the discretion of the conference organizers.

Our code of conduct and netiquette policies can be found at:

<https://iaftfita.wildapricot.org/Policies>

<https://iaftfita.wildapricot.org/Netiquette>

2 Getting Discord

There are three ways to access Discord:

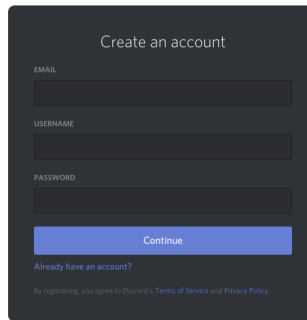
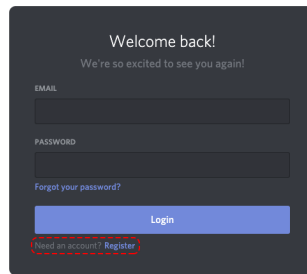
1. Browser: <https://discord.com/app>
2. Desktop Application: <https://discord.com/new/download>
3. Mobile App on iOS or Android devices.

For this training we will be using the Desktop application. For all three platforms the you can join the ICFA 2021 Discord server here:

<https://discord.gg/QPXUvnQrk9>

3 Creating an Account

If you are new to Discord, you can create your account on the Discord registration page (<https://discord.com/register>) or in the app itself.




You'll immediately be able to enjoy all of the chat functions Discord has to offer, but it's important to claim your account by verifying your email address. To claim your account, simply check the email that you used to create your account. If you do not see an email, simply click the Resend button in the orange banner at the top of the application.

Once you have an account you can join the ICFA 2021 server here:
<https://discord.gg/QPXUvnQrk9>

4 Quick Overview

Inside the server, you will see the list of categories and channels on the left side of the screen, the chat window in the center, and the member list on the right.

- **Category:** A Grouping of channels. Categories can be collapsed to only show channels with new activity.
- **Channel:** Either a chat window for text or an open voice (or video) call. Text channels are preceded by a # and voice channels are preceded by a . For voice channels a list of current members will be displayed beneath.

- **Member List:** A listing of members/attendees who have joined the server. Inactive members will be greyed out at the bottom of the list, but you can still send them private messages that they will receive upon return.

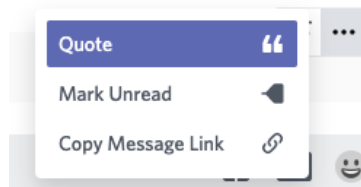
5 Getting Started

When you first arrive you should be in the #welcome channel. Follow the direction here (and in the #faq channel) to change your 'nickname' to the name you used to register for the conference. Afterwards you can find the channel for your division or the author channel and say "Hi", or start exploring the channels on the left side. Have a great conference!

6 How Text Channels Work

You join a particular channel by clicking on the channel name (starts with #) from the channel list. Once there, you can see the conversation ongoing and leave comments of your own. Type into the box at the bottom of the screen and press 'Enter' or 'Return' on your keyboard to send a message. You can also upload a file with the + button on the left or send a GIF or emoji by clicking on the buttons on the right side of the chat box.

To reply to a specific message, hover over the message you want to reply to and press the three dots on the right side. You will see a small context menu. Select "Quote" from this menu and it will include the message in your next comment.



You can mention a specific person in the channel by typing @ and beginning to type their name. Discord will help you auto-complete the name and will notify the person that you've mentioned them.

"Pinned posts" are messages that the admins or organizing committee thought were important enough to keep handy. They are specific to a channel and can be found under the push pin icon 📌 at the top of the channel.

That's it!
Have a great conference.