

# User Manual

## Chartered IIA virtual world

Welcome to the User Manual for the virtual world. Here you will find the steps you need to follow in order to create a new user, a new avatar and to use the different options in the platform.

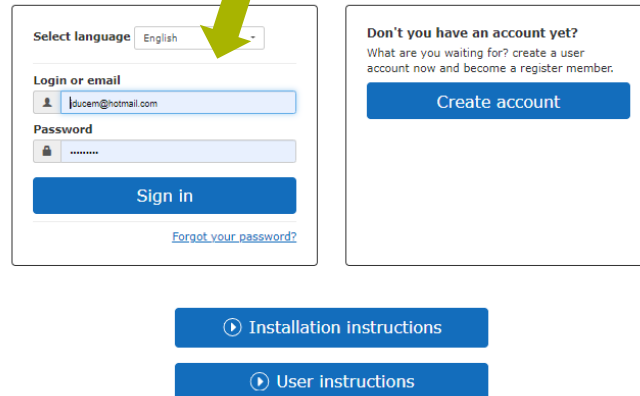
You only need to follow these simple instructions or watch the videos by clicking on the links. It will take some minutes to complete the process, but it is very easy. Once you are done, you will enter into a new world created just for you. Are you ready?

### **Important** Information and requirements

- The applications Works on any device, either IOs or Android
  - **IMPORTANT FOR APPLE DEVICES: If you have a Mac device, you will need to have the latest update of the system (Catalina)**
  - This update can take at least one hour. The rest of the Apple devices do not have this requirement
- In some devices or systems, you will be asked to restart before running it. It is highly important to do it; otherwise, the application will not work.
- It is **important to connect the headphones and microphone to the device BEFORE entering** the virtual platform. You can use any headphones or mic, but they must be recognised by the system before running the application.
- The internet connection is a key issue

## How to create a new user

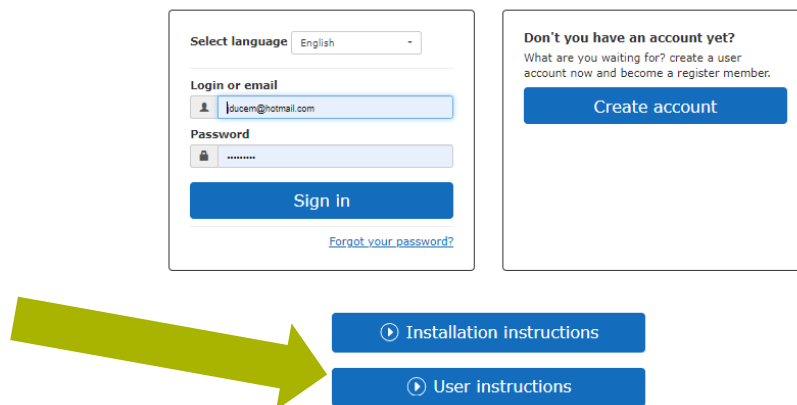
First of all, click [on this link](#). You will see this screen. You can change the language of the webpage and the application at this point.



The screenshot shows a login and registration interface. On the left, there is a 'Select language' dropdown menu set to 'English', a 'Login or email' field with the text 'jducem@hotmail.com', a 'Password' field with masked characters, a 'Sign in' button, and a 'Forgot your password?' link. On the right, there is a 'Don't you have an account yet?' section with the text 'What are you waiting for? create a user account now and become a register member.' and a 'Create account' button. Below these sections are two buttons: 'Installation instructions' and 'User instructions'. A large green arrow points from the text above to the 'Select language' dropdown menu.

In order to create your user, you can follow the [instructions on this video](#).

You will also find the video on the webpage, on the lower part of your screen, by clicking on **INSTALLATION INSTRUCTIONS**.



This screenshot is identical to the one above, showing the login and registration interface. A large green arrow points from the text below to the 'Installation instructions' button.

As you can see on the videos, the steps to follow are: creating a new user, downloading the Chrome application (from Google Chrome), installing and running the application.

By clicking on **ENTER**, you will get into the application, Welcome!

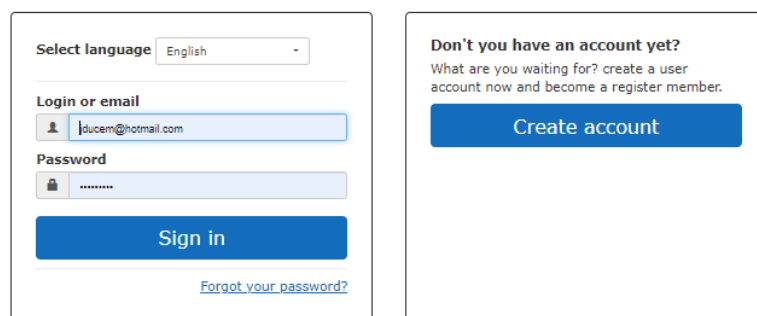
However, we still have a few technical steps, so that everything works smoothly.

**IMPORTANT:** You have to enter through this link <https://public.virtwayevents.com/CHARTERED-IIA/en> instead of entering through the application, so that on the selection list you have “iia”. In case you do not have this list, you will need to type “Chartered IIA” on the virtual world browser.



## How to use the virtual world

We strongly recommend you [to watch this video](#) to learn how to use the virtual world, how to talk to other users and how to move around smoothly. It will take 6 minutes, but once you see it, you will be ready to enjoy this new world. You can also find this video on the webpage where you created your user, below the installation instructions, with the name USER INSTRUCCIONES. And, if you do not have the time now, we will be happy to help you whenever you access.



The image shows a user interface for logging in or creating an account. On the left, there is a login section with a language selector set to 'English', a 'Login or email' field containing 'jducem@hotmail.com', a 'Password' field with masked characters, a 'Sign in' button, and a 'Forgot your password?' link. On the right, there is a registration section titled 'Don't you have an account yet?' with the text 'What are you waiting for? create a user account now and become a register member.' and a 'Create account' button.



You are ready to discover this virtual world! Enjoy it!