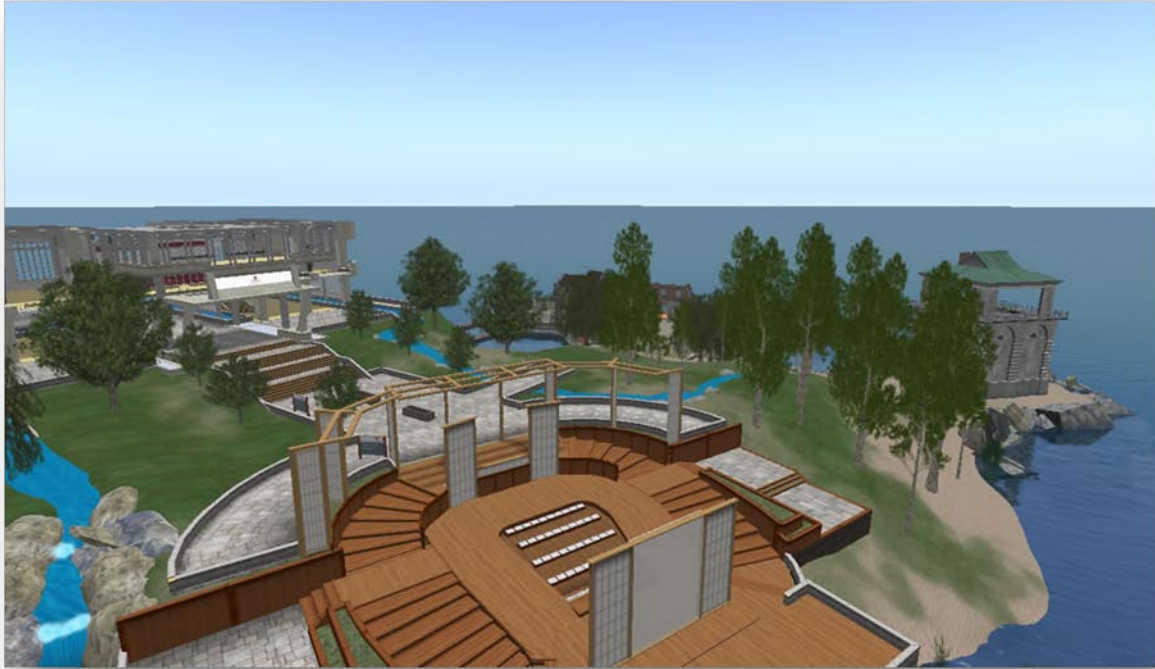


SECOND LIFE – QUICK START GUIDE: FACULTY OF EDUCATION, QUEEN’S UNIVERSITY, KINGSTON, ONTARIO

This guide is intended as a resource to provide users with hints and advice for navigating successfully within Second Life environments. Specific information needed for particular courses on the Faculty of Education Island will be included separate document.



Welcome to Queen’s University, Faculty of Education Island – Second Life

STARTING SECOND LIFE

Introduction

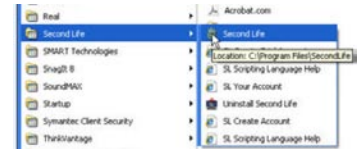
Now that you have gone through the Second Life Account Set up and Software Installation process, you're ready to log into Second Life. If you haven't downloaded and created an account please refer to the [Second Life Get Started](#) web page or for more information download the Second Life Startup Guide (pdf).

Start up Second Life.

When you installed the Second Life software, a shortcut icon should have been placed on your desktop. Double click on this icon to start Second Life.

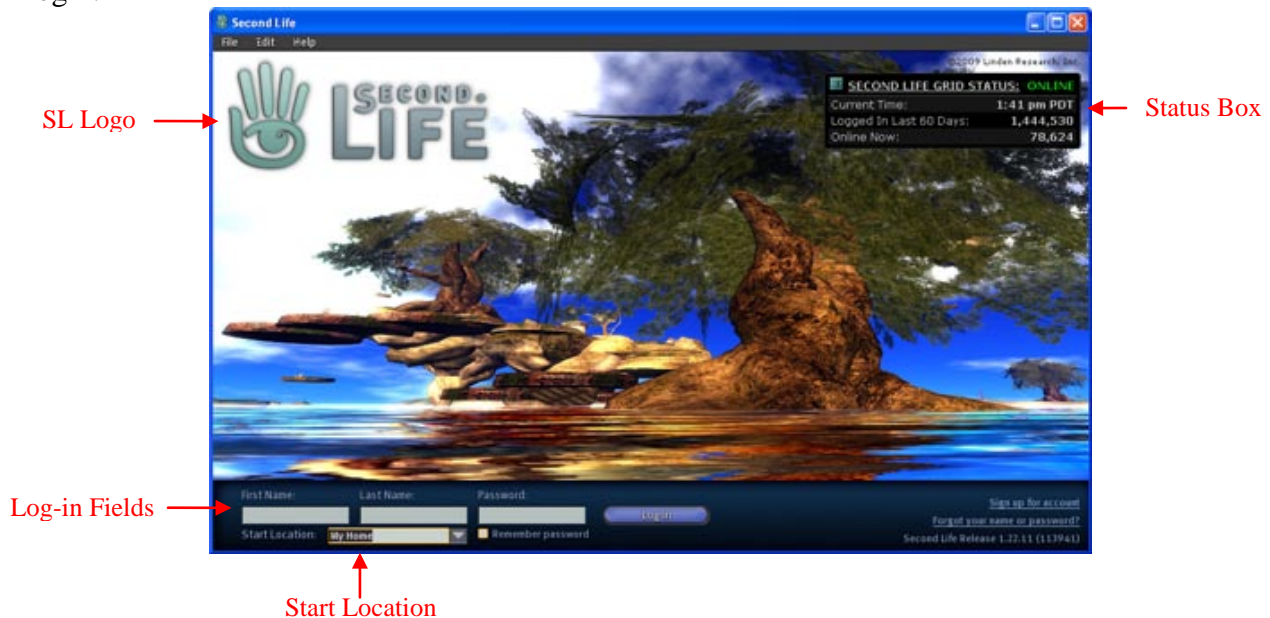


If you don't see the Second Life shortcut on your desktop you can go to your **Start** menu → **All Programs** → **Second Life Folder** → **Second Life**



The Second Life Interface

When the application launches you should have a log-in window that somewhat resembles the one below. Don't worry if the picture isn't exactly the same, the picture changes every time you login.



Log-in Fields

At the bottom of the screen there is a field to type in your Avatars **First name**, **Last Name** and **Password**. Remember it is case sensitive!

Status / Information Box

The top right of the log-in screen provides useful information about the status of the SL world. Make sure the check here for software updates or patches when you are logging-in.

Start Location

Below the log-in fields there is a field called **Start Location** with drop down options. There are three options in this drop down, **My Home**, **My Last Location**, or you can type in a specific location to start up.

*If you recall, in the first stage of the account set up process, there was a space where you had the option to **Choose a Community** to start location (see figure below). If you put a checkmark in this option, you will have been given some location options to choose from and you will start there the first time you log on. If you didn't put a checkmark in this option, your default start location will be one of the Second Life many Help Islands.*

Choose a Community Show me optional community start locations. [More ...](#)

Log-in to Second Life

Enter in your Avatars **first name**, **last name**, and **password**.

Please don't use the 'remember password' option if you share a computer or log in on a public (labs or library) computer.

Read and Agree to the **Terms of Service**, click on the "I Agree to the Terms of Service" and click on "**Continue**".

The Second Life user interface should now look something like this.



There is a lot of stuff going on in this screen, but don't be intimidated! The following information will briefly describe each area of the screen.

Menu Bar

The best way to master any of the tools or menus in Second Life (or any software application) is to learn them as you need them.

The File Menu

The File Menu is used to manage your files. This menu allows you to upload your files, work with snap shots, or manage your windows.

The Edit Menu

This menu allows you to control editing of files, search, attach and detach objects and clothes, and access your profile and appearance editor.

The View Menu

This menu covers how and what you see in the world of Second Life and to set your preferences. If you want to change how things look or find tools to help, I would start here.

The World Menu

This menu is used to activate actions, changes settings, and to access information about land/environment.

The Tools Menu

This menu allows you to access tools for building things in Second Life.

The Help menu

When you need some help in Second Life this menu points you in the right direction to get what you need.

Community Name and Coordinates

This area of the menu bar will have the name and x, y, z coordinates of the community you are currently in.

Current Status Information

The current Second Life time and the amount of linden dollars you currently have will be displayed here.

Mini Map

The mini map displays a lot of information. It indicates, with a yellow circle/dot where you are located within the scope of the island that you are currently on. It also indicates, with green arrowheads if there are any other avatars on the island. Members of your group will be displayed with a gold arrowhead.





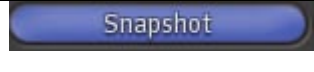

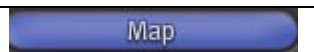
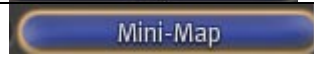

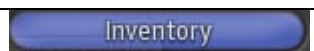

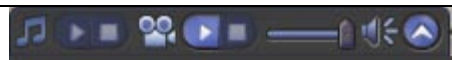
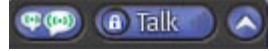
Information Dialog Boxes

Similar to any other software application, Information Dialog boxes are the applications way of communicating with you. These dialog boxes are meant to assist you not annoy you, so you do have the option to turn some of them off, as in the example above. You can put a checkmark in the **'don't show me this again'** box and then click the **close** button.

Quick Access Tool bar

See the table below for a brief description of the Quick Access buttons and tools and then you can continue on to the Help Island tutorial to test out your new skills.



	<p>You can type text in the grey area beside the Local Chat button. Everyone in the near vicinity will be able to read your chat. If you click the Local Chat button a window opens and you can see the last entire chat.</p>
	<p>If you click on this button it will close the Local Chat tool bar</p>
	<p>Click the Communicate button to show all of your contacts, and group memberships. You can IM to anyone on your contacts list. Unlike Local Chat, IM is private.</p>
	<p>Click this button to fly or stop flying</p>
	<p>This will take a snapshot of your screen and bring up a dialog box to save the photo to your computer</p>
	<p>This will bring up a search window. You can search for people, places and events.</p>
	<p>This button will bring up a map of the SL Grid</p>
	<p>This is a little map that displays information of your current location</p>
	<p>This will give you the option to add emphasis to your local chat texts...Talk, Shout, Whisper</p>
	<p>The Inventory button will bring up a window that will have folders that will have all of the items/objects that you have collected, such as clothing.</p>
	<p>This is connected to your inventory. In your inventory you will have a folder of gestures, which are animations that you can apply to your avatar.</p>
	<p>This is your Audio/Video controls. If there is any audio or video at the island you are currently on, these icons be highlighted. In this example there is Video.</p>
	<p>This is your voice chat controls. The double chat bubble will show you who is using voice chat. The Talk button will allow you to use Voice Local Chat. Meaning that anyone in the vicinity will be able to hear you. Be careful with this button!</p>

Second Life Beginner's Tutorial

At the top left corner of your screen there is a white window that is a Second Life slide show to assist you with some of the basics in navigating Second Life. Click on the orange "Begin" icon to start.

Follow the instructions to learn how to move your avatar around.

(On a Mac with only one mouse button, you can "right" click by holding down the Option key while you click on the mouse button.)

You may be greeted by a "mentor" avatar. Feel free to ask any questions that you have. Be sure to follow through the Tutorial that should open up in a new small window. Click on the arrows on that screen to turn the pages for steps 1-9. You may close the window any time when you are done with it. (Click on the X.)

Now, try out your new skills. Walk or fly around the Island.

Second Life Beginner's Tutorial

As with all computer software applications, Second Life can be navigated and controlled with keyboard shortcut keys. The table below lists some of them.

Menu Keyboard Shortcuts	
Press This	To Do This
Ctrl + F	Open Search Menu
Ctrl + I (Cmd + I)	Open Inventory Window
Ctrl + M	Open World Map
Ctrl + Shift + M	Open Mini-Map
Ctrl + P	Open Preferences Menu
Ctrl + Q (Cmd + Q)	Quit Second Life
Ctrl + Shift + A	Start/Stop Movie capture to disk
Ctrl + Shift + S (Cmd + Shift + S)	Take a Snapshot

Navigation Keyboard Shortcuts	
Press This	To Do This
Up-arrow/Down-arrow (or the W or S key respectively)	To walk forward or backward
Left-arrow/Right-arrow (or the L or R key respectively)	To turn left or right
The F key (or the page up key)	To fly when not in chat
The Page-up/Page-down (or the E or C key, respectively)	To fly higher or lower
Ctrl + R (Cmd + R)	To Run (toggle run on and off)

Camera Control Keyboard Shortcuts	
Press This	To Do This
Esc	Reset camera view
M	Toggles to Mouse Look
Alt + Click	Focus camera on an object or avatar
Ctrl + Alt + Drag mouse	Pan camera view
Ctrl + Alt + M	Control position of the sun with the mouse