



Army OneSource In Second Life®

Quick Start Guide



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Welcome to Army OneSource in Second Life

The Army OneSource Community in Second Life is a virtual world that provides services and resources for Soldiers and Families worldwide. It is an effective tool for geographically dispersed Soldiers, their family, friends, and other Community members to keep in touch with each other and with the programs in their Army Community. By using an avatar, users can meet virtually to collaborate, learn, network socially, host or attend special events and meetings and participate in a number of fun activities that can change daily, weekly and monthly!

Army OneSource in Second Life Registration

Before you can enter into the Army OneSource in Second Life Community you must first create an avatar. The avatar will be used to interact with other avatars in the community. To create an avatar, complete the following steps:



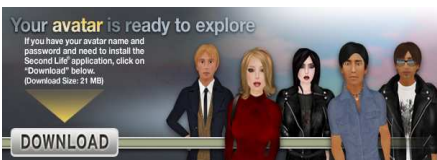
1. Go to www.myarmyonesource.com and log in to Army OneSource.
2. Click the Second Life image on the left of the Army OneSource window.
3. You will be directed to the Army OneSource in Second Life registration page.
4. Click “Register for Second Life!”
5. Once you have accepted the terms follow the registration instructions.
6. Click “Submit” when done.

Registration Tips: Avatar Name

The name of your avatar is the name other users will see. It does not need to be your real first name. By choosing a unique **First Name** to have more **Last Name** options. For example, use a nickname and the state you live in like: JonJonAZ or ArmyJonJonAZ. You *cannot* change your name after registering.

Second Life Viewer Download

After you have successfully created an avatar you will need to download the Second Life Viewer. To download the Second Life Viewer, complete the following steps:




1. Go to www.myarmyonesource.com and log in to Army OneSource.
2. Click the Second Life image to the left of the Army OneSource window.
3. You will be directed to the Army OneSource in Second Life registration page.
4. Locate the section “Your avatar is ready to explore” and click the download button.

5. From the Second Life Installer page locate and click the button Download Now.
6. When prompted with “Do you want to run or save this file?” choose Run.
7. To complete the download continue to follow installation prompts.

How to Log-in to Army OneSource in Second Life

Now that you have downloaded the viewer you can log-in to Second Life and join the Army OneSource Community. To log-in complete the following steps:

1. Locate the Second Life® icon  on your computer desktop and click it.
2. Type in your First Name, (space) Last Name, and Password. For example, JonJonAZ Superstar.
3. Click Log-in.

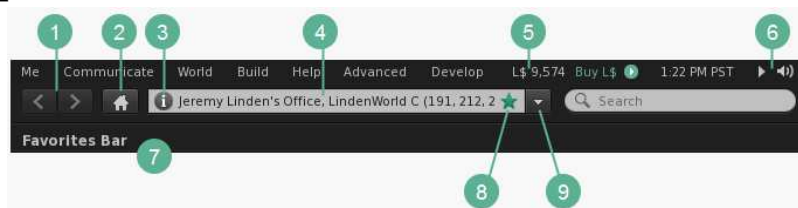


The Orientation Zone will familiarize you with basic in-world functions. You will begin in the Orientation Zone. Follow the path and try the objectives as each of the stations. The stations will show you how to move your avatar, access inventory, use Instant Message (IM) and Public chat, etc.

Dashboard

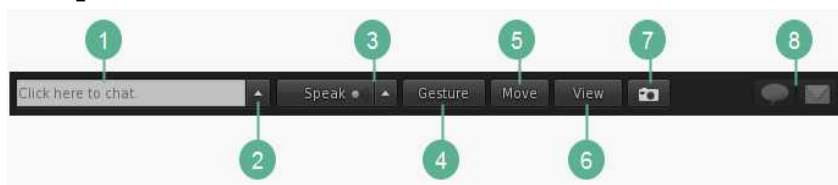
To access most of the features, tools, and options you will want to get comfortable finding your way around the dashboard.

Top Dashboard Options



Option	Description
1	Searches your teleport history . Teleporting is a quick and easy way to get around the environment. See Navigation for more information.
2	A button that will Teleport you to your home location .
3	Information card about your current location .
4	Your current location in the Army OneSource region.
5	Your Linden dollar amount. This is the currency used in Second Life. However, everything in the Army OneSource Community is free.
6	Media Controls for your streaming audio and video.
7	The Favorites Bar is where you can save your favorite locations for quick teleport access.
8	Add a current location to your Bookmark to your Second Life dashboard.
9	Dropdown bar for your location history . Choose a previous location for easy teleport access.

Bottom Dashboard Options



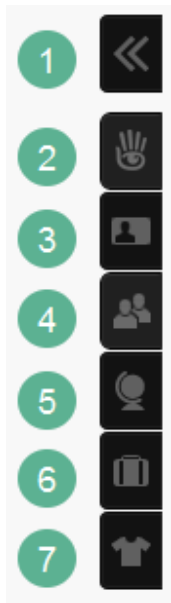
Option	Description
1	This is your Local Public Chat bar where you can communicate with people around you. Click “Click here to chat” and begin typing a message.
2	This is your Local Chat History of those you have most recently have talked to.
3	This button is for your Voice controls .



4	The Gesture button allows you to express your emotions to others around the community.
5	The Move button opens a small control panel option to help assist you in moving your avatar around the environment.
6	The View button opens a camera control panel. With this feature you can change the camera views of your environment.
7	The Camera icon allows you to take pictures of your current Second Life surroundings. You then can save the image to your computer and send it to a friend.
8	This is your Notification and Message status. These icons will glow a yellow orange color when you have message that needs to be read.

Sidebar Options

The sidebar is a multi-functional display that contains many useful tools for customizing your avatar, exploring the world, and learning about your surroundings.



Option	Description
1	The Sidebar button opens to display in full detail the different Sidebar options.
2	The Sidebar Home button will allow you access to: Invite Friends to Second Life, Destination Guide, World Map, My Appearance, Linden Homes, My Dashboard, Quick Start Guide, and Learning the Basics.
3	The My Profile button will allow you update/edit your personal and Second Life profile information. Your profile is displayed for other Second Life users to see.
4	The People option allows you to keep in contact with Friends , and Special Interest Groups you are a member of. You can also view users who are Nearby and those who you have recently communicated with.
5	The Places option shows your My Landmarks and Teleport History for easy access to all your recent and favorite locations.
6	My Inventory shows your entire current inventory associated with your avatar. This includes clothes, objects, favorite locations, and more.
7	My Appearance shows your saved outfits and what you are currently wearing. There is also a tool button that you can use to edit your avatar.



Contextual Menus

As you explore the world of Army OneSource in Second Life, you will encounter both people and objects to interact with. Many common actions and tools are accessed through what are called **Contextual Menus**. **Contextual Menus** appear when you **right-click on objects, yourself, or other Residents** in Second Life.



Object Menu

Right click on an object in the Army OneSource virtual space to view the **Object Contextual Menu** for options like **Touch, Sit Here, Zoom In, Put On, and Take**.

The Self Menu

Right click on yourself to view the **Self Contextual Menu** for options like **Sit Down, Change Outfit, Edit My Outfit, Edit My Shape, My Friends, My Groups, and My Profile**.

Resident Menu

Right click on a Resident in the Army OneSource virtual space to view the **Resident Contextual Menu** for options like **View Profile, Add Friend, IM, Call, and Invite to Group**.

Navigation



Your avatar can walk, run, and even fly. If you prefer, you can also use an onscreen control panel to move around. To open the onscreen control panel, click the **Move** button at the bottom of your Dashboard.

How to Walk

You can walk around by pressing the **arrow keys** on your computer keyboard. You can also press the **Move** button at the bottom of the Dashboard to open the movement control panel and use the arrow controls there.

How to Fly

When you press the **Fly** button on the movement control panel, your avatar begins flying. You can also press the **Home** key from your computer keyboard to fly.

Use the **arrow keys** to move forward, back, left, and right. Use the **Page Up** and the **Page Down** keys from your computer keyboard to control your avatars altitude. You can also use the **Up Arrow** and the **Down Arrow**, which appear on the onscreen control panel. To stop flying, press the **Stop Flying** or the **Home** key on your keyboard.

How to Sit/Interact with Objects

To sit on objects (like a chair), right-click the object and choose **Sit Here**. To stand up, click the **Stand** button that appears at the bottom of your screen.

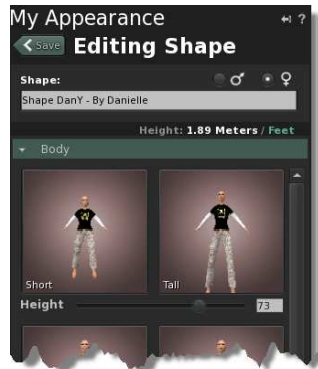
Keyboard & Mouse – Camera Control

Hold the **Alt** key from your computer keyboard and **left-click** with your mouse to focus your camera on a point. To zoom and rotate your view around a point, hold the **mouse button** down and continue to hold **Alt** key while moving your



mouse, move the mouse up and down to zoom, left and right to rotate. You can press **Esc** at any time to return your camera view to behind your avatar.

Appearance

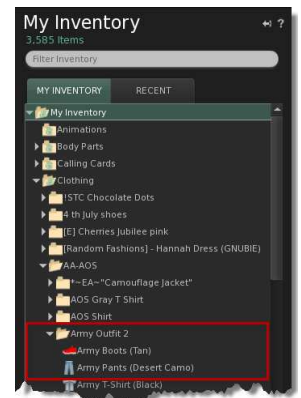


You can customize your appearance to however you want. You can edit your appearance to adjust your physical features and body. To edit your physical features and body right click on your avatar to open the Contextual Menu and select **Edit My Shape**. From the sidebar view window, use the slider bars to edit the size of various body attributes on your avatar. Click **Save** when you are done.

Clothing Inventory

You can also select clothing/outfits to wear from your inventory. To access your clothing **Inventory** click on the **suitcase icon** from your sidebar. Select an item from your **Inventory** list. Click **Wear** or **Replace** to

put the item on your avatar.



You can also use the **contextual menu** by right clicking on your avatar and selecting one of the following options:

- **Change My Outfit:** This option allow you to see full list of outfits that are currently in your inventory. Second Life provides you with default outfits. Click the small arrow next to an outfit name to view contents. To wear a new outfit, right click on the folder name and choose **Wear – Replace Current Outfit**.
- **Edit My Outfit:** This option allows you to see what you are wearing, save new outfit styles, and edit/change the current outfit of your avatar. Click the item you would like to change (for example: shoes). Right click on the new item and click **“Replace”** to put the new item on.

Communication

Public Local Chat

You can talk to people through **text-based Local Chat** or if you have a headset with a microphone, you can also **speak in-world**.



Option	Description
1	Use the Local Chat Bar to talk to people around you in the Army OneSource Community. Simply type what you want to say in the Local Chat Bar and press enter to display your message.
2	This green dot indicates that there is someone nearby in speaking voice .
3	The Local Chat button will display a window where you can view all local current chat in your nearby area. Click the arrow button to open the Local Chat window .



4	The Speak button toggles your microphone speaking voice . When activated and talking green waves will appear over your avatars head indicates you are in speaking voice mode.
5	The arrow button next to the speak button will display nearby residents who have voice chat enabled .

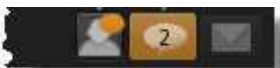
Private Chat

Use instant messages or voice calls to talk to other users, no matter where they are in Second Life.

New instant message or voice call session

To open a new **instant message (IM)** or **private voice** session right-click a nearby resident and choosing **IM** or **Call** from the contextual menu. You can also start IM and voice sessions from the **People** tab of the sidebar by selected a resident and pressing the **IM** or **Call** button.

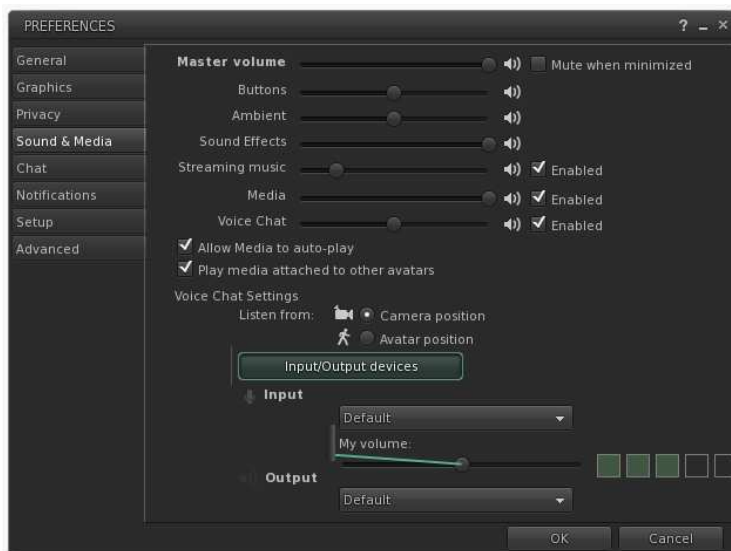
Parts of the IM window

 When you receive an IM, a **thumbnail portrait** appears in the bottom left of the **Notifications** section of the Dashboard. Click the thumbnail image to **open the IM session** and chat privately with the resident.



How to Set-up Voice Chat

To use the Voice features in Second Life, you will need to set up your microphone/headset. Complete the following steps:



1. Connect your microphone/headset to your audio-in or USB port.
2. From your Dashboard, open the **Preferences** window by choosing **Me** then **Preferences**.
3. Click the **Sound & Media** tab.
4. Click the **Input/Output devices** button.
5. Change the input and output devices to preferred microphone and speakers. If your microphone/headset is working, you will see green bars over your avatars head called the **Voice Indicator**.
6. Click **OK**.

Once you have your microphone/headset working successfully, click the **Speak** button from your Dashboard to activate the **Voice Indicator**. The **Speak** button is a toggle switch, click the **Speak** button again to turn off voice chat.



Adding Friend

Second Life is a lot more fun when you have **Friends** to explore it with. When you meet interesting people, you can ask for permission to add them to your **Friends** list. Then, use the **Friends** list to see which friends are online, send them messages, view their profiles, and more.

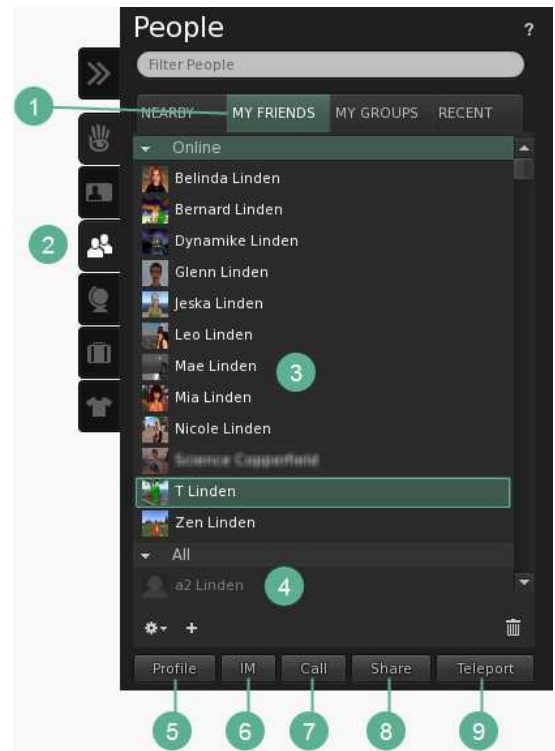
To add a **nearby** resident to your **My Friends List** do the following:

1. **Right-click** a resident avatar to open the contextual menu.
2. Click **Add Friend** to add the resident to your **My Friends List**.

My Friends List

To access your **Friends List** do the following:

1. Click the **People** tab from the sidebar.
2. Once the sidebar is open click the **My Friends** tab.
 - a. **Online** friends will appear in **white**
 - b. **Offline** friends will appear in **gray**



The chart below describes the different **People** tab options for your **Friends List**.

Option	Description
1	This option allows you to view your friends on your Friends List .
2	Click on the icon from the side tool bar to open the People Tab to access your Friends List and other Friend List options like: Profile, IM, Call, Share, and Teleport .
3	Online Friends will appear in White .
4	Off line Friends appear in Gray .
5	The Profile button provides you another method of view a friends Profile . Once a friends name is highlighted, click the Profile button to open their Second Life profile.
6	The Instant Message (IM) button provides you another method of beginning a conversation with a friend. Once a friends name is highlighted, click the IM button to open the conversation window and begin your text chat.
7	The Call button provides you with another method of beginning a voice conversation with a friend. Once a friends name is highlighted, click the Call button to open the Voice conversation window and being your voice chat.
8	The Share button provides you with another method of sharing inventory items with a friend. Once a friends name is highlighted, click the Share button to open your Inventory window. Pick the item you want to share and send.
9	The Teleport button provides you with another method of Teleporting a friend to your location. Once a friends name is highlighted, click the Teleport button to send a teleport invite to your friend.



Maps and Locations



World Map

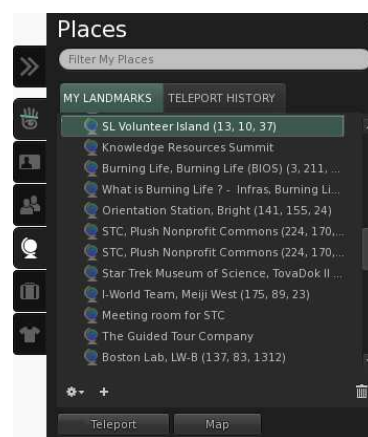
The **World Map** is an updated map of the entire Army OneSource region and more. In addition to exploring new locations you can use the world map to search for **events**, **previously stored landmarks**, and **online friends**. When you find a destination on the map, you can teleport there instantly by double clicking. To access your **World Map** choose **World** from the top navigation bar then select **World Map**.

Landmarks

Landmarks are **Inventory** items that store the coordinates of a location so you can visit it later. To create a new **Landmark** at your current location, complete the following steps:

1. Pick the location you wish to create a **Landmark** to.
2. From the top navigation choose **World** then **Landmark this place**.

3. This will create a new landmark location, which will be place and accessible from your **Inventory** or your **Places** tab from the sidebar. Double click the **Landmark** you wish to revisit.



Conclusion

Getting started with Army OneSource in Second Life is straightforward, simple, and fun.

For additional support talk to one of our in-world moderators or email support at vw_slsupport@myarmyonesource.com with any questions, suggestions, or feedback about the virtual world.

Come learn more about Army OneSource in Second Life by attending one of our informative interactive free training sessions. Each training session is an educational and useful experience hosted by an Army OneSource technical trainer. You can register for an Army OneSource in Second Life training session by doing the following:

1. Go to www.myarmyonesource.com and log-in.
2. Hover your mouse over **Family Programs and Services** tab then hover your mouse over **Quick Links** and click **Calendar**.
3. Search the calendar events for an Army OneSource in Second Life training that fits your schedule.
4. Click the training session event link name to view a full description.
5. Click **Attend Event** in the bottom right of the window to register.

Please email training@myarmyonesource.com for more information about training.