How to Use Sidebar

Sidebar is a video conferencing software that allows participants to self-select various chat rooms for organic conversation. Let's learn the basics!
GETTING STARTED

The first page you'll see will ask you to join a room. Only the lobby is open here, so you would click the blue "join" button next to Lobby!

Once you've joined, you'll see a screen that looks like the above image with all participants' images shown (this call only has two participants). From here, you can take several actions:

- **Show or hide the menu**: Click the arrow (top left, circled)
- **Select camera/mic input**: Click the gear (bottom center)
- **Leave the call**: Click the "exit" button (bottom right)
THE MENU

From the menu, you can...

- **Rename yourself**: Click on the downward-facing arrow next to your name (YOU)
- **Switch rooms**: You are in the room labeled "HERE". To switch rooms, click the "Join" button next to another room
- **Create a new room**: Click the "+ Room" button at the bottom of the menu

DESKTOP VS. MOBILE

Sidebar works on tablets and computers but NOT on phones or other mobile devices. If you are attempting to use Sidebar on a computer and running into an "outdated browser" error, try updating the browser. Click the following links for instructions to update [Chrome](#), [Safari](#), [Firefox](#), and [Microsoft Edge](#).
THE CHAT

Open the chat box by clicking "Chat" in the bottom left corner of the main screen. You can send a chat to either your discussion room or to everyone in the whole call. The room you're in is highlighted in blue at the top of the chat box, so in the screenshot to the right, this person is chatting everyone in the call.

YDS Community Rules

1. JOIN ANY BREAKOUT ROOM AT ANY TIME AND LEAVE WHENEVER YOU NEED TO. IT'S NOT RUDE TO LEAVE A ROOM!
2. DON'T HESITATE TO COME BACK INTO THE LOBBY IF YOU NEED HELP NAVIGATING THE TECHNOLOGY.
3. INVITE ANYONE YOU WANT TO CHAT WITH 1:1 FOR A "SIDEBAR" CONVERSATION.
4. TAKE CONTROL AND DRIVE THE CONVERSATION BY CREATING YOUR OWN ROOM ANYTIME.
5. STRATEGICALLY USE THE CHAT!

We hope this introduction to Sidebar has been useful! For further information, please visit the Sidebar Features and FAQ Page.