A Basic Guide to Second Life

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Creating a Second Life Account

1. Go to http://www.secondlife.com
2. Click the orange "Sign Up Now" button.
3. Optional: Join a community. This option (which isn't always available on the signup page) allows you to select a themed location for your first experiences in Second Life. In these locations, you can find like-minded avatars, participate in special events, and go through a customized orientation experience. Alternately, you can skip this step and enter Second Life through the customary Orientation Island.
4. Enter a first name for your avatar. You may choose your real first name or make up a new one.
5. Select a last name from the list. This feature is meant to protect your identity by preventing you from using your full name. The list changes periodically.
6. Enter birthday and a valid e-mail address. Hit Continue
7. You will next be asked to choose a default avatar. Once you enter Second Life, you will be able to modify every aspect of your avatar's appearance, so you won't be stuck with the one you choose.
8. You will be asked for credit card information. Remember that creating a Second Life basic account is free; you can decline to provide this information by clicking "Skip this step". The credit card option is available for residents who want to create a premium account (so they can own land) or buy Linden dollars to spend in the game. It is not necessary to give your credit card information to enjoy Second Life.
9. You will be asked to provide a password for your account.
10. You should receive an e-mail confirming the creation of your new account.

Second Life account registration page

Downloading the Second Life Software

1. Before downloading the client viewer software, you should confirm that your computer meets the minimum system requirements: https://secure-web9.secondlife.com/corporate/sysreqs.php. If your computer does not meet these requirements, Second Life may not run properly.
2. In the confirmation e-mail you received, there should be a link to download the Second Life software. If there is not, use this one: http://secondlife.com/community/downloads.php
3. Select the appropriate installer (Windows or Mac).
4. Click "run" when the pop-up window appears. If no pop-up window appears, you may need to temporarily disable your pop-up blocker.
5. When the download is complete, click "Install Now".
6. When the installation is complete, it should ask you if you would like to start Second Life now. If it does not, you should be able to access Second Life through an icon on your desktop.

Logging In to Second Life

1. Enter your username (your avatar's first and last names) and password.
2. Click the Blue Connect button.
3. To log out, click the red X at the top right of your screen.

Second Life Login Screen

Grid Status indicates whether the Second Life servers are online or offline.

Recent statistics

Resources

Important news and announcements

Enter your avatar's name here

Enter your password

Click "Connect" to enter Second Life

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Your First Steps in Second Life

1. You will start your second life on Orientation Island or another island with its own orientation setup. These islands will be populated with other newly-created avatars. On some islands, veteran players may also be present.
2. In most orientation courses, there will be a path that will lead you to kiosks where you will be taught useful Second Life skills such as chatting, flying, and changing your avatar's appearance.
3. At first, you will run into things. Other avatars will run into you. Be patient: a little practice will allow you to master the basic skills, and then the whole world of Second Life will be open to you!

Common Terms in Second Life

1. **Avatar**: An avatar is a virtual representation of a real person. Some Second Life residents choose to make their avatar look similar to their real-life appearance; others create avatars that differ wildly from reality.

2. **Chat**: Chat is the most basic form of communication in Second Life. You can begin chatting by typing a message in the white textbox at the bottom of the screen and hitting the Enter key on your keyboard. All avatars within 20 meters of you will see your message, which appears at the bottom left of the screen.

3. **Voice Chat**: Voice chat enables you to communicate with other avatars using a headset or microphone. Users who have voice enabled will have a small white dot floating over their avatars' heads. Like chat, voice chat is public; other avatars will be able to hear your conversation. For private voice chat, see **Call.** For information on configuring voice, see Communicating in Second Life (p. 12).

4. **Call**: Call enables avatars to communicate privately using voice. To call another avatar, find them in your **friends** list and click the IM/Call button; or search for them, click the **profile** button, and choose IM.

5. **Inventory**: The inventory is like a backpack that stores all of the objects that you buy or build in Second Life. Its capacity is practically limitless, so don't worry about filling it up. The Inventory can be accessed by clicking on the blue Inventory button at the bottom of the screen. There is a search feature that allows you to quickly find items, as well as a Recent Items tab that only shows items that have been recently viewed, received, or modified. The inventory may be organized into folders and sub-folders.

6. **Island**: An island is a virtual parcel of land in Second Life. Islands may be separated by many meters of ocean or grouped together to form larger areas.

7. **Map**: By clicking the blue Map button, you can see the area of land surrounding you. Left-clicking and dragging will allow you to move the map up/down and side to side. You can use your mouse's scroll wheel to zoom in or out. When you zoom out you will notice many icons overlaying the land. Green dots represent people; pink stars are events. Double-clicking on an area of land will teleport you to that location (if the land owner allows visitors).

8. **Teleport**: Teleporting is the term used to describe the instant transportation of an avatar from one location in Second Life to another. To teleport to a new location, you can use the search function (make sure you are searching under the Places tab), or you can click on a Landmark that you have already stored in your inventory. See the guide on Teleporting (page 6).

9. **Landmark**: Landmarking locations in Second Life is like bookmarking a website. This tool allows you to save the coordinates of a location in Second Life into a Landmarks folder in your inventory. To create a landmark, click on World (in the menu at the top of the screen), then click on Create Landmark Here. To teleport to a saved location, find the landmark in your inventory, double-click it, and click the "teleport to location" option in the pop-up window.

10. **Notecard**: A notecard is exactly what it sounds like – a piece of paper with important information on it. When you visit places in Second Life, you may be offered notecards that contain information about the place. You can choose to accept or discard the notecard. If you accept it, it will be stored in a folder called Notecards in your inventory, where you can access it and review the information at any time.

11. **Prim**: Prim is short for "primitive", the name given to simple objects used as building blocks in Second Life. There are many types of prims: spheres, cubes, cones, and more. You can manipulate and link these objects to create larger and more complex objects by using the toolkit. To access the toolkit, click on the blue Build button. You may also right-click and choose "Create" from the pie menu. Note: many areas of land do not allow visitors to build. For more information, please see the **Sandbox** entry.

12. **Pie menu**: When you click the right mouse button, the Pie Menu appears. You can use your left mouse button to select one of its options. Some of these options include:

- Sit Here. When clicked, your avatar will move into a sitting position. If you activate the pie menu while your mouse is hovering over an object (such as a chair) your avatar will sit on the object.
- Edit. Allows you to change the characteristics of an object (if the creator has given you editing privileges)

- Take. If you activate the pie menu while hovering over an object and click Take, the object will be put in your inventory (if the creator has given you copy privileges)
- Create. The Create option opens the builder's toolkit that will allow you to create your own objects in Second Life. The toolkit can also be accessed from the blue Build button at the bottom of the screen.

13. **Search**: The Search feature, accessible by clicking the blue Search button at the bottom of the screen, allows you to search for Places, Classifieds, Events, Popular Places, Land Sales, Places, People, and Groups. You have the option of excluding "mature" areas from your search by un-checking "Include places in Mature regions". There is also a search feature in the Map menu that allows you to search for specific locations by island name and coordinates.

14. **Coordinates**: Every location in Second Life has a set of coordinates associated with it. These coordinates consist of three numbers representing longitude, latitude, and altitude. The coordinates of your avatar's current location are displayed on the blue bar at the top of the Second Life window.

15. **SLURL**: a SLURL is a Second Life URL. SLURLs link directly to a specific location in Second Life. As long as the person who clicks on the link has the Second Life software downloaded and account created, they will be able to use the SLURL.

16. **Friends**: To add another person's avatar as a friend, click the blue Communicate button, select the Friends tab, then click Add. Type the avatar's name into the text field and then click Select. A message will be sent to the avatar, requesting permission to add them as a friend. Once the avatar's owner has accepted your offer of friendship, the avatar's name will appear in your Friends list. When your friends are online (in Second Life), their name will appear bolded in the list. You will receive a pop-up notice in Second Life whenever a friend logs on or off.

17. **Grid**: The Second Life simulation is sometimes referred to as "the grid" or "the main grid". The information box at the top right of the login screen will say Grid Status: Online or Offline; if the grid is offline, this means that Second Life is currently down for maintenance and logins are restricted (this usually occurs during scheduled maintenance on Wednesday mornings, but may occur at other times when a problem is detected). There is a second grid for teenage users referred to as the **Teen Grid**.

18. **Griefing**: Griefing is any type of behavior that disrupts the Second Life experience or infringes upon the rights of players. Griefing may include offensive language and lewd behavior in PG areas, pushing or shooting avatars in non-combat zones, releasing self-replicating objects with the intention of overloading and crashing a sim, and vandalizing or destroying other avatars' property.
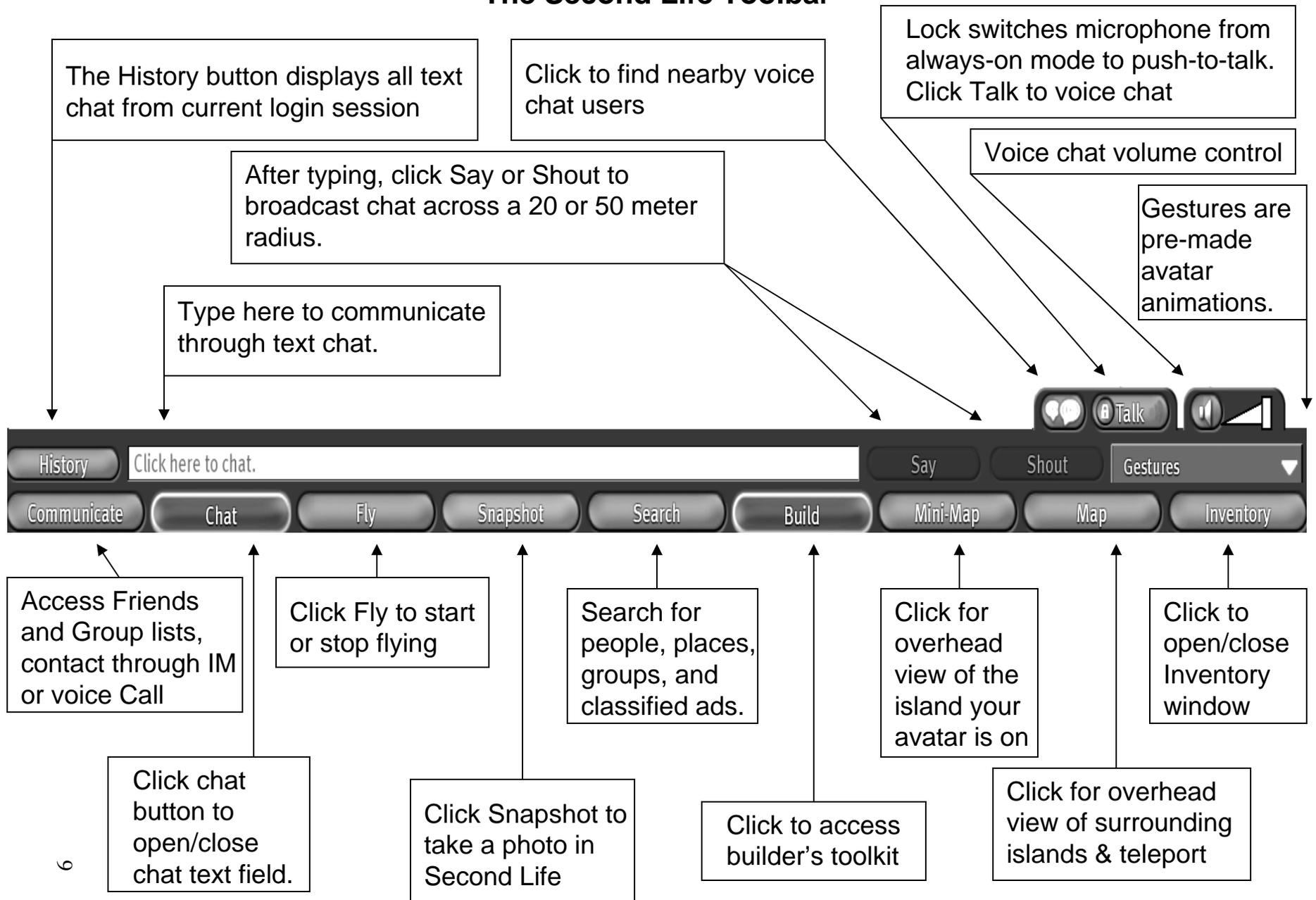
Individuals who engage in such behavior are known as griefers. If you encounter a griefer, you may report their actions (see **Help**).

19. **Groups**: There are many groups that you could join in Second Life. Groups are a good way to meet people with similar interests. To find a group, click the blue Search button, select the Groups tab, and type a keyword in the text field. You may find groups for your favorite television show or other interest. Groups can also be useful for granting permissions. For example, areas of an island can be made accessible only to members of certain groups (such as registered students). If you belong to a group, the group name will appear above your avatar's name (which floats above your avatar at all times). You can belong to up to 25 groups. To choose which group you want to appear above your name at a given time, click on Edit (at the top of the screen), then Groups. Select a group name from the list and click on "Activate".

20. **Help**: If you have problems in Second Life, click on the Help menu at the top of the screen. You can access Second Life Help for basic information; the Knowledge Base for tutorials; or the Official Linden Blog for updates on the Second Life grid. You can also report abuse (such as griefing).

21. **History**: Clicking the blue History button will allow you to see a complete record of your chat conversations during your current login period.

22. **IM**: Instant Messaging (IM) is another form of communication in Second Life. Unlike chat, which anyone within 20 meters can read, IMs are private conversations visible only to individual avatars or a selected group. You can also send IMs to avatars who are offline; the message will be saved in Second Life until the avatar logs back in and will also be sent to the person's registered e-mail address. You can send an instant message to a Friend by clicking the blue IM button, selecting the avatar's name, typing a message, and hitting the Enter key.

23. **Linden**: The San Francisco-based company Linden Lab designs and owns Second Life. Avatars with the last name Linden are employees of the company. The word "Linden" is often used to refer to these employees, or to **Linden Dollars**.

24. **Linden Dollars**: Linden dollars are the currency of Second Life. You can purchase Linden Dollars by credit card and spend them in the game. You can also convert Linden Dollars back to US Dollars. To buy or sell Linden dollars, you may use the Linden Dollar Exchange: http://secondlife.com/currency/

25. **Away**: After ten minutes of inactivity, your avatar is set to "Away". The word (away) will appear next to your avatar's name, and your avatar will appear to be slumped over, asleep. Moving the mouse will "wake up" your avatar. If the avatar is not awoken within ten more minutes, you are automatically logged out of Second Life. You can set your avatar to the "away" status by clicking on the

World option in the top menu bar and selecting Set Away. Moving your mouse will terminate the "away" state.

26. **Busy**: The Busy status blocks all communication or requests from other avatars (such as instant messages and friendship requests). You can set your avatar to "busy" status by clicking on the World option in the top menu bar and selecting Set Busy. Unselecting Set Busy will terminate the "busy" state.

27. **Sandbox**: A sandbox is an area of land that has been set aside for visitors to practice their building skills. You can search for "sandbox" in the Places field of the Search window to find one.

28. **Teen Grid**: The Teen Grid is a Second Life simulation reserved for teenagers and verified educators. Adults who want to participate in the Teen Grid must pass a background check; within Second Life, their avatars are restricted to their educational organization's island (while the teens can explore the entire grid). To further protect underage residents, no objects built in the Main Grid can be transported to the Teen Grid.

29. **Profile:** Every avatar has a profile that displays information to the public. At the least, the profile contains the avatar's name and whether or not they have payment information on file. You can access and edit your profile by clicking on the Edit menu and choosing Preferences. To read another avatar's profile, search for the avatar's name and click the Profile button.

30. **Permissions:** Permissions refer to the rights that an object's creator grants to future owners of the object. They include: modify, copy, and transfer. These permissions control whether or not, for example, you can change the length of a pair of pants that you bought, make a copy of them, and give them to a friend.

The Second Life Toolbar

The History button displays all text chat from current login session

Click to find nearby voice chat users

Lock switches microphone from always-on mode to push-to-talk. Click Talk to voice chat

Voice chat volume control

After typing, click Say or Shout to broadcast chat across a 20 or 50 meter radius.

Gestures are pre-made avatar animations.

Type here to communicate through text chat.

| History | Click here to chat. | Say | Shout | Gestures ▼ |

| Communicate | Chat | Fly | Snapshot | Search | Build | Mini-Map | Map | Inventory |

Access Friends and Group lists, contact through IM or voice Call

Click Fly to start or stop flying

Search for people, places, groups, and classified ads.

Click for overhead view of the island your avatar is on

Click to open/close Inventory window

Click chat button to open/close chat text field.

Click Snapshot to take a photo in Second Life

Click to access builder's toolkit

Click for overhead view of surrounding islands & teleport

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Getting Around in Second Life

Basic movements:

1. Walk forward: Up arrow key
2. Walk backward: Down arrow key
3. Turn left or right: Left/Right arrow keys

Flight:

1. To begin flying, click blue "Fly" button along bottom of screen, press the Home key, or press and hold Page Up key
2. Use arrow keys to move left and right ebj01600as you would when walking
3. To move up or down, use Page Up/Page Down keys
4. To stop flying, press and hold Page Down

Alternatively, you could click the blue "Stop Flying" button to cease flight… but your avatar will go splat. (Don't worry, though – you can't "die" in Second Life)

Camera Perspective (arrow keys)

1. To pan around your avatar: press and hold Alt key. Use Left and Right arrow keys to rotate perspective.
2. To zoom in or out: Press and hold Alt key. Use Up/Down arrow keys.
3. To tilt: Use Ctrl with Alt and Up/Down arrow keys to move perspective up or down.

Camera Perspective (mouse)

1. Hover mouse over object.
2. Press and hold the Left mouse button.
3. To zoom in or out: Press and hold Alt. Move mouse forward and back
4. To pan: Press and hold Alt. Move mouse left and right
5. To tilt: Press and hold Ctrl and Alt, move mouse up and down

Alternatively, you can use the mouse and Alt to zoom in on an object, then pan and tilt using Alt, Ctrl, and the arrow keys.

Chatting:

1. Click the blue Chat button at the bottom of the screen.
2. In the text field, type a message.
3. Hit Enter. Any avatar within 20 meters of you will "hear" what you are saying.

Second Life Keyboard Diagram

Use Page Up and Page Down to control altitude during flight

Press and hold Shift and your left or right arrow keys to move your avatar to the side.

Press Home key to begin flying

~ `	! 1	@ 2	# 3	$ 4	% 5	^ 6	& 7	* 8	(9	) 0	_ -	+ =	Backspace		Insert	Home	Page Up

Tab Q W E R T Y U I O P { [}] | \ Delete End Page Down

Caps Lock A S D F G H J K L ; : ' " Return

Shift Z X C V B N M < , > . ? / Shift ↑

Ctrl alt Alt Gr Ctrl ← ↓ →

Press and hold Ctrl and Alt, then use your arrow keys to pan and tilt the camera around your avatar.

Press and hold Alt and your up or down arrow key to zoom in or out on your avatar

Press and hold Alt and your left and right arrow keys to pan around your avatar.

Press and hold arrow keys to move avatar left, right, forward, and backward when walking or flying.

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Communicating in Second Life

There are four ways to communicate with other avatars in Second Life: chat, IM, voice chat, and call.

Chat allows you to type a message in the chat field of the toolbar (p. 9) and broadcast it to all avatars within a 20 or 50 meter radius, depending on whether you click the Say or Shout button.

IM, or instant message, is the private version of text chat. To IM another avatar, right-click on them and choose IM from the **pie menu.** Alternatively, you can search for an avatar and click the IM button in their profile, or find the avatar in your **friends** list and click the IM/Call button there.

Voice Chat: Voice chat enables you to communicate with other avatars using a headset or microphone. Users who have voice enabled will have a small white dot floating over their avatars' heads. Like **chat**, voice chat is public; other avatars will be able to hear your conversation. For private voice chat, see **call.** For information on configuring voice, see Communicating in Second Life (p. 12).

Call: Call enables avatars to communicate privately using voice. To call another avatar, find them in your **friends** list and click the IM/Call button; or search for them, click the **profile** button, and choose IM.

Configuring Voice Chat

1. To set up voice chat, begin by making sure that your microphone and speakers (or headset) are plugged in.
2. Click on the Edit menu at the top of the screen and choose Preferences.
3. In the Preferences window, click on the Voice Chat tab.
4. Next, check the box that says "Enable voice chat"
5. Check the box that says "Hear voice chat from camera position".
6. Check the box that says "Start Viewer in Push-to-Talk mode". This mode will allow you to control when your voice is transmitted by requiring you to hit a button or key (called the "trigger") when you want to speak.
7. Choose a push-to-talk trigger. The default is the middle mouse button.
8. Click the Device Settings Button
9. Choose your microphone and speakers (or headset) from the drop-down menus.
10. Move the volume slider all the way to the right, to maximize the volume at which other users will hear your voice.
11. Speak into your microphone to test the volume.
12. Click Finish.

Voice Chat Preferences

Preferences — ×

General
Input & Camera
Network
Web
Graphics
Graphics Detail
Adv. Graphics
Audio & Video
Text Chat
Voice Chat
Communication
Popups

☑ Enable voice chat
   ◉ Hear Voice Chat from camera position.
   ◯ Hear Voice Chat from avatar position.

Push To Talk

Push-to-Talk mode lets you control when your voice is transmitted. When in toggle mode, press and release the push-to-talk trigger to switch your microphone on and off. When not in toggle mode, the microphone is active only when the trigger is held down.

☑ Start Viewer in Push-to-Talk mode
☐ Use Push-to-Talk in toggle mode

Push-to-Talk trigger:

MiddleMouse

(Set Key)   (Middle Mouse Button)

Privacy Options
   ☐ Only accept voice calls from people on My Friends list

(Device Settings...)

(Run Voice Setup Wizard...)

(About) (Help)   (OK) (Cancel) (Apply)

Check box to enable voice chat

Check box to start viewer in Push-to-talk mode

Select a Push-to-talk trigger key or use default middle mouse button

Voice Chat Preferences tab

Configure device settings for microphone or headset

Run voice setup wizard

Voice Chat Device Settings

Select microphone and speakers or headset from drop-down menu

Voice Setup _ ✕

Audio Devices

Input device (microphone):

SoundMAX Digital Audio ▼

Output device (speakers):

SoundMAX Digital Audio ▼

Input Level

Adjust the slider to control how loud you sound to other Residents. To test the input level, simply speak into your microphone.

Move volume slider to the right

Speak into microphone to test volume

Previous   Next   Finish   Cancel

Click Finish

Teleporting

The fastest way to travel from one island to another is teleporting. There are several ways to teleport: find a location on the **Map** and double-click it; use the Map feature to enter coordinates or search for a place; use previously set Landmarks from your inventory.

Many locations in Second Life have objects that will **teleport** you to different areas of their island. These objects may look very different from place to place (some may be simple spheres, while others might look like phone booths!); usually, there will be a sign or label identifying the object as a teleporter.

Included on this page is a list of interesting places to visit in Second Life. Most are education related, but some are just for fun. To visit the places, follow these steps:

1. Log in to Second Life.
2. Click on the blue Map button at the bottom right of your screen
3. Enter the name of the island in the Search field (without quotation marks).

    1. The UT Dallas School of Management. Search for "UTD SOM"
    2. Harvard's Second Life campus on Berkman Island. Search for "Berkman".
    3. Northern Illinois University's campus on Glidden Island. Search for "Glidden".
    4. Toyota at Scion City. Search for "Scion City".
    5. The Morocco Simulation. Search for "Casablanca"
    6. The National Oceanic and Atmospheric Association (NOAA). Search for "Meteora"

Changing Your Avatar's Appearance

In Second Life, you can design your avatar to look like your real-life self, or someone completely different. Every account has access to a basic avatar editing toolkit that allows you to easily manipulate your avatar's appearance.

To access the avatar editing toolkit, select Appearance from the Edit menu. Alternatively, you can right-click on your avatar and select Appearance from the **pie menu.**

On the left side of the Appearance window is a series of tabs for Body Parts and Clothes. Clicking on these tabs will bring up the options for each body part and piece of clothing that your avatar is wearing. Each option is represented by two images depicting the extremes (for example, very short and very tall). Use the slider beneath the images to define your preference.

When you are finished, click the blue Save button at the bottom of the window. You may also choose to click the Make Outfit button, which will save your avatar's appearance in a folder for future use. This option allows you to create multiple versions of your avatar (such as professional and casual) that you can swap out for different occasions.

Although you can edit clothing in the Appearance window (as long as you have modify permissions for the objects – see **Permissions**), you cannot change what your avatar is wearing. To put new clothes on your avatar, click on the **Inventory** button and select the Clothing folder. Right-click on your selection and choose Wear. If you do not find something that you like, close your Inventory window and try searching for clothes. Click the **Search** button, select the All tab, and type "free clothes" into the search filed. Choose a result from the list and click Teleport. Freebie Warehouse, listed in the Additional Resources page of this guide (p. 18), is a good place to start. There, you will find entire crates of free clothes. Be aware that there may be some mature clothing and items mixed in with your selections from Freebie Warehouse (but you can delete them from your inventory later).

The Appearance Window

Body part and clothing tabs

Click Make Outfit to save your clothing and appearance preferences in a folder in your inventory. This option allows you to create multiple "looks" for your avatar.

Adjust sliders to change avatar's appearance

If you do not save your changes, you will be prompted to do so before exiting the Appearance window.

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Additional Resources

Second Life: The Official Guide (2006). Michael Rymaszweski et al. Wiley Publishing, Inc. ISBN # 0-470-09608-X

The Second Life Blog: http://blog.secondlife.com

The SimTeach Wiki for Second Life education: http://www.simteach.com/wiki/index.php?title=Second_Life_Education_Wiki

The Second Life Educators (SLED) Mailing List: https://lists.secondlife.com/cgi-bin/mailman/listinfo/educators

Freebie Warehouse – tons of free clothes and objects. (Warning: some contents may be mature). http://slurl.com/secondlife/Burns/95/148/80