



SPACE APPS CHALLENGE GLOBAL ORGANIZING TEAM

SPACEAPPSCHALLENGE.ORG

NASA International Space Apps Challenge 2020

Chat Guide

OCTOBER 2-4, 2020

This guide is intended for participants of Space Apps 2020. The instructions contained in this document require users to be signed up and registered for this specific event.

Some of these materials are pulled from the Rocket.Chat user documentation, please feel free to access their [website](#) for more information. You can find additional tutorials on the [Rocket.Chat YouTube channel](#).

Document last updated: September 23, 2020

*For technical assistance with any of the content in this document,
please email web@spaceappschallenge.org with a specific description
of your problem.*

The Purpose of Chat

The purpose of Space Apps Chat (<https://chat.spaceappschallenge.org/>) is to provide a place for you to connect with other Space Apps participants as well as the Space Apps Global Organizing Team (“GO Team”) and Space Apps volunteers who are serving as guides and mentors during the hackathon event. Find teammates, ask your questions about the challenges and data, and enjoy learning from the Space Apps community!

Space Apps Accounts

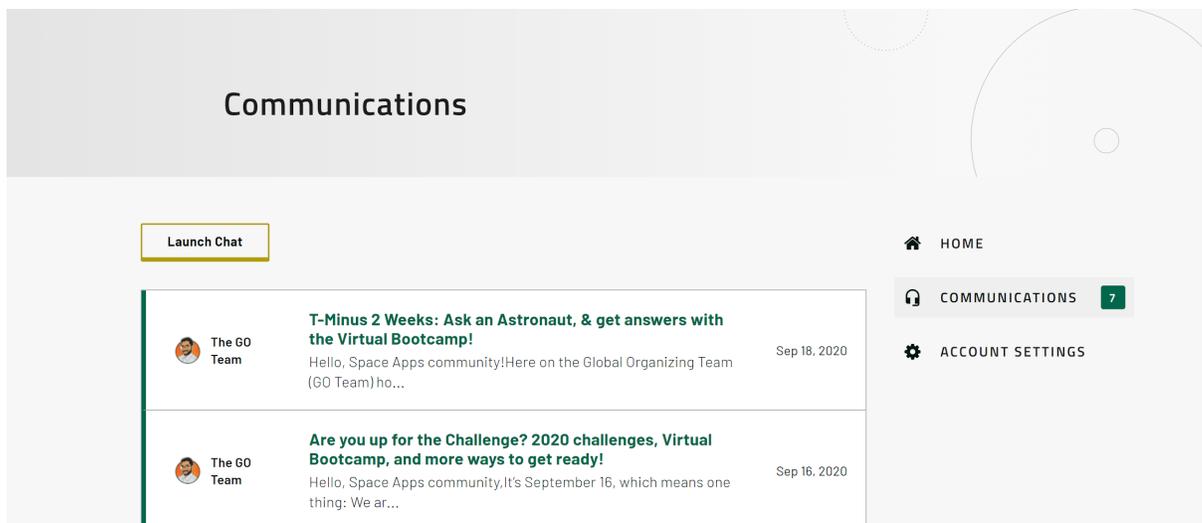
In order to login to chat, you must first have a Space Apps account. To sign up for an account, go here: <https://2020.spaceappschallenge.org/auth/signup/>.

If you already have a Space Apps account, **you will use the same credentials to sign into chat**. Please note: you may experience problems logging into chat if you have special characters in your Space Apps username. If you experience problems logging in, you can change your username under “[Account Settings](#)” in the Space Apps user dashboard.

Launching Chat

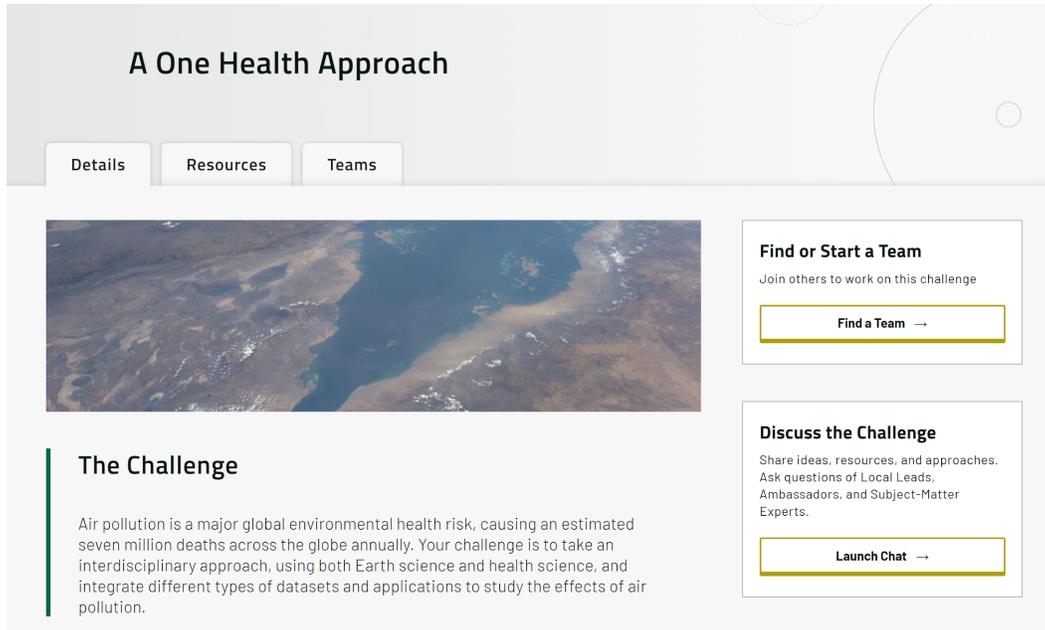
There are two ways to launch chat from the Space Apps website.

1. From your Dashboard (the page you see when you log in to you Space Apps account and select “My Dashboard” from the menu bar at the top. Select “Communications” on the sidebar and then “Launch Chat”. This will launch the chat platform and prompt for a login.



The screenshot shows the 'Communications' page on the Space Apps website. At the top, there is a 'Launch Chat' button. Below it, there are two messages from 'The GO Team'. The first message is titled 'T-Minus 2 Weeks: Ask an Astronaut, & get answers with the Virtual Bootcamp!' and is dated Sep 18, 2020. The second message is titled 'Are you up for the Challenge? 2020 challenges, Virtual Bootcamp, and more ways to get ready!' and is dated Sep 16, 2020. On the right side of the page, there is a navigation menu with 'HOME', 'COMMUNICATIONS' (which has a notification badge with the number 7), and 'ACCOUNT SETTINGS'.

- From a challenge page (<https://2020.spaceappschallenge.org/challenges/>), select “Launch Chat”. This will launch the chat platform and prompt for a login. Please note: this option will not appear until the challenge chat channels open on October 2.



The screenshot shows a web page for a challenge titled "A One Health Approach". At the top, there are three tabs: "Details", "Resources", and "Teams". Below the tabs is a large image of a landscape with a river. To the right of the image is a box titled "Find or Start a Team" with a "Find a Team" button. Below that is another box titled "Discuss the Challenge" with a "Launch Chat" button. On the left side, under the heading "The Challenge", there is a paragraph of text describing the challenge.

A One Health Approach

Details Resources Teams

The Challenge

Air pollution is a major global environmental health risk, causing an estimated seven million deaths across the globe annually. Your challenge is to take an interdisciplinary approach, using both Earth science and health science, and integrate different types of datasets and applications to study the effects of air pollution.

Find or Start a Team

Join others to work on this challenge

Find a Team →

Discuss the Challenge

Share ideas, resources, and approaches. Ask questions of Local Leads, Ambassadors, and Subject-Matter Experts.

Launch Chat →

Space Apps Chat on Your Phone

The Space Apps Chat uses a platform called Rocket Chat. You can download the Rocket.Chat app in your app store. Type “chat.spaceappschallenge.org” in the field where it asks you to “Enter your workspace.”

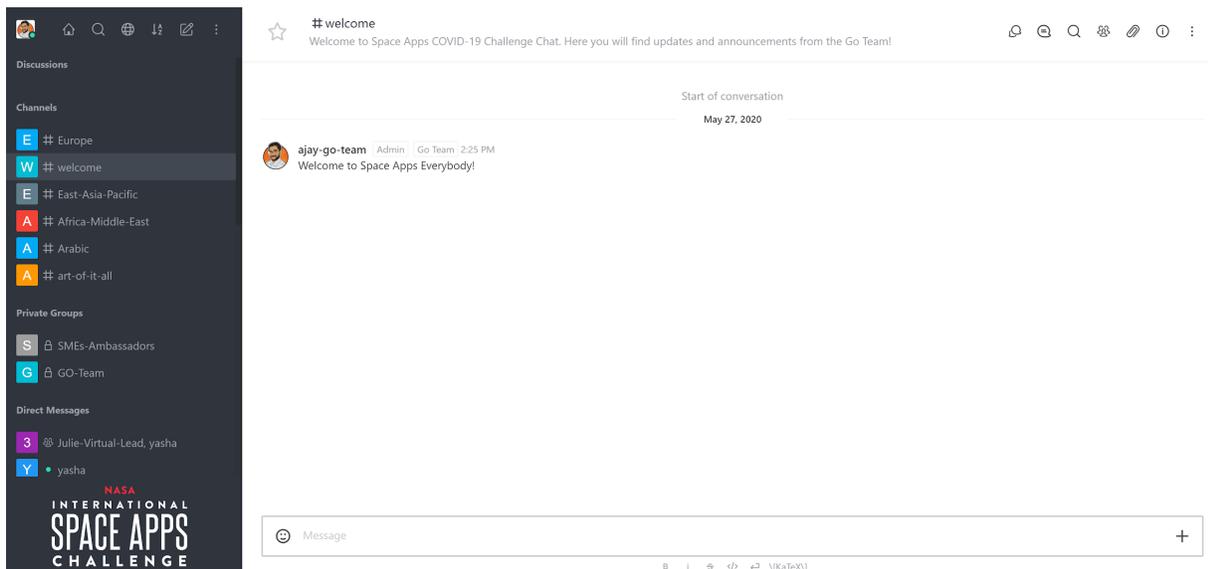
Signing In

After selecting “Launch Chat”, you should see the screen below. Click “Login Via Space Apps.” Login using your Space Apps account credentials. If you have any problems signing in, try to remove punctuation characters from your username under “Account Settings” in your Dashboard. If problems subsist, e-mail web@spaceappschallenge.org with your username and email address so we can contact you directly.



The Space Apps 2020 Chat Platform

After logging in, you will be added to the Space Apps 2020 chat platform (sample screenshot below).



Chat Channels

The following chat channels have been created to help you connect with other participants and Space Apps volunteers. We recommend that you join only the channels relevant to you and your team.

“Announcements” channel:

- Opens: September 24, 2020.
- All participants are automatically added to this channel. To add this channel to your chat sidebar, open it from the “Directory” in chat (the globe icon located in the upper left corner of the screen, shown below).
- This channel is controlled by the Space Apps Global Organizing Team and will be used to provide participants with updates, news, etc. Participants will not be able to post in it.

“General” channel:

- Opens: September 24, 2020.
- All participants are automatically added to this channel. To add this channel to your chat sidebar, open it from the “Directory” in chat (the globe icon located in the upper left corner of the screen, shown below).
- Participants may use this channel to extend greetings, ask general questions, etc.

Your location channel:

- Opens: September 24, 2020.
- There will be a private channel for each location participating in Space Apps 2020.
- Once you are registered for a location (<https://2020.spaceappschallenge.org/locations/>), you will be automatically added to the chat channel for that location and see it upon logging into chat. Only those who are registered for that location may access the channel.
- The “Local Lead” (the Space Apps volunteer who is organizing your local virtual event) and local volunteers will be available in your location channels to answer your questions and give advice or finding teammates, creating a project, etc. Please note: some Local Leads may be using other or additional communication tools to share information with their registrants. Please defer to the Local Lead on best communication tools for your local event.

Language channels:

- Open: September 24, 2020.
- There will be a dedicated chat channel for each of the following languages: French; Japanese; Portuguese; Spanish; and Arabic.
- You can join any language channel by clicking on the “Directory” (the globe icon located in the upper left corner of the screen, shown below).

Challenge channels:

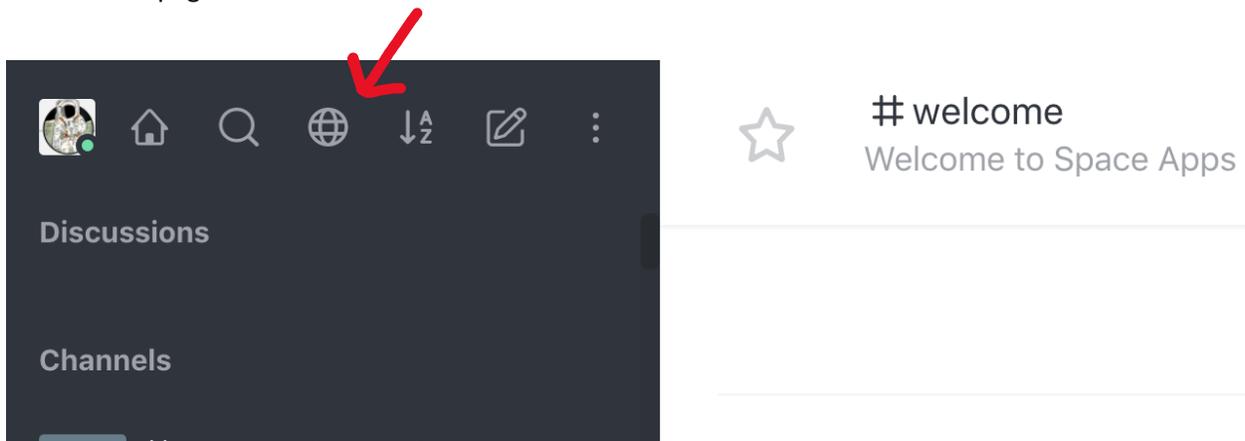
- Open: October 2, 2020.
- Each challenge has a dedicated chat channel.
- The challenge channels can be accessed from the challenge pages on the website or via the “Directory” (the globe icon located in the upper left corner of the screen, shown below).
- “SMEs” (Subject-Matter Experts from NASA, ESA, JAXA, CNES, CSA, and partner organizations) and “Ambassadors” (Space Apps volunteers who have experience with various forms of data and technology) will be available to assist you in the challenge channels. These volunteers are there to answer your questions about the nature of the challenges and data resources that are provided with the challenges.

“Ask a Global Collaborator” channel:

- Opens: October 2, 2020.
- For Space Apps 2020, we are collaborating with certain companies to provide participants with additional tools and resources. When logged into your account on the Space Apps website, you’ will see “Offers” in the right-hand menu on your Dashboard. This will take you to a page with all of the information you need to use these tools and resources.
- Representatives from some of the companies offering resources will be available on hackathon weekend to answer your questions. They will be marked with the tag “Collaborator.”

Directory:

To join some of these channels, you will need to navigate to the “Directory” in chat (the globe icon located in the upper left corner of the screen). Once you see the channels, click on any of them to be taken to the page. Select “Join.”



Private Groups and Direct Messages

In addition, you will be able to create private groups and send direct messages. For more information on these channels, please see the Rocket.Chat user [guide](#).

Compose messages

To compose a message in Rocket.Chat, go to the channel or user you want to send a message to. Join the channel if you are not already in it. Type in the message box and press Enter or the **Send** Button.

If you want to add new lines of text, press Shift + Enter to add a new line.

Notify other team members

To get the attention of a specific team member in a channel, type @ followed by their username, for example, **@username**. The mentioned user sees a red badge on the channel or is notified via email or their mobile device if they're not online.

Send attachments

You can send a variety of attachments with your messages, such as files, audio, links, videos, and many more.

To access the attachment menu, click on the **plus (+)** icon on the message input.

Files

You can select files using three methods:

- By choosing the **Select Files from Computer** option from the attachment menu
- By dragging and dropping the file on the chat window
- By pasting an image from the clipboard

After selecting the file, add a name and a description of the file and press **Send**.

Remember that the server administrator can block certain file types from being uploaded.

Pin Messages

Pin a message to a channel to make that message easily accessible to all users on the channel. To pin a message, select the Pin Message option in the message actions menu. Remove already pinned messages by selecting Remove Pin.

By default, only administrators, moderators, and owners of the channel can pin messages.



Emojis

To insert an emoji, click the **smiley face icon** in the message box. Browse through emojis using the icon categories or through the search box.

You can also insert emojis by inputting an [emoji code](#).

Search

Rocket.Chat search supports basic search commands which work like Gmail search.

Rocket.Chat also supports the use of “regular expressions.” Regular expressions provide flexibility and the ability to search chat entries in any language.