## **UNCTAD Youth Talks**

## **Discord: User Guidelines**

Below you can find a compilation of basic guidelines that will help you participate in UNCTAD Youth Talk virtual conversations on Discord platform.

**Install Discord**: to use it on your iPhone or Android device simply go to App Store or Google Play Store. If you want to install it on your PC, head to discord.com and choose the download button or open it in browser.

**Create an Account:** by typing in your email address and password. With this account you can join any server on Discord platform.

**Join a Server**: private servers like UNCTAD Youth Network are accessible by invitation link only. Servers are located on the far left of your screen. Once you are a member of a server, you can see and join different channels organized by topic.

**Discord Text Field**: you can tag people by adding @(insert name), direct message other users by right clicking on their name and choosing the "message" option and share photos, audio files or documents by simply dragging the files into the text field.

To access the friends' feature just go to the home button, click on "friends" and your whole list of friends will appear. To add more people to your friends list, go to the right side of the serves and right-click on a member's name, add name and that will send the friend's request. You can have friends from different servers.

To change the appearance of the server: click the gear icon and go to "appearance" where you can switch between dark and light background.

When Discord gets busy: click the gear icon and go to "notifications"; there you can change audio sounds for your server.

Incorporate social media apps: user settings - connections

We hope you will find UNCTAD Youth Talks Discord user manual helpful.