

THE BRAND SPANKIN' NEW YAVBC CHAT INSTRUCTIONS

HOW TO GET IN

Go to the Cary Memorial Library Young Adult page. There will be a direct link to the YAVBC chat room on the YAVBC homepage, located at:

<http://www.caryllibrary.org/ya/chat.html>

You'll see on our snazzy notebook a few tabs to the side.

Click on the **Chat Tab**.

CARY MEMORIAL LIBRARY
YoungAdult Services/Book Club
HOURS • DIRECTIONS • CALENDAR • ABOUT THE INTERNET • SITE INDEX • CATALOG • HOME

Book club members can sign in here to join our live chat discussions.

The chat room is open **only** for scheduled events.

Check the calendar of events below if you want to see when the next chat will take place!

You need to be signed up as a member of the book club and be given a username and password before you can access these pages.

Please visit the Reference Desk at the Main Library. We'll get you signed up!

[Start Chatting!](#) | [Live Chat Guidelines](#) | [Instructions \(pdf\)](#)
[Chat Room Policy](#)

General Information
Book Discussion
Chat

On this page you'll find our chat guidelines, our official chat policy, and our chat instructions.

Also remember to check the chat schedule to make sure the chat room will be open.

To start chatting, click on the link **Start Chatting!**

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General Information
Book Discussion
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SIGNING IN

Next you will see the following log-in window. Please sign in with your assigned username and the weekly password, found on the YAVBC Bulletin Board in the Chat section. Then click the **OK, Connect!** button.

para chat

Connect

CaryChat

User Name [required] Robin

Your Profile [optional]

Password [if required]

OK, Connect!

Remember! Don't share your password with anyone. These unique terms are what keep everything private and safe.

THE CHAT ROOM

You've made it to the chat room! It should look something like this:

para chat

Log off

1 users in CaryChat

Users Rooms

Robin

The User List: Your name will always appear in red

>> Robin has joined room #CaryChat YAVBC Book Discussions

You are announced as you enter

Type here Start chatting by typing here then hitting Send Send

Private Ignore B I

Change the color of your text

Bold and Italic **Change the color of your text**

We hope the room is relatively self-explanatory!

As you can see, you are announced as you enter the room, and everyone will hear a beep when a new member enters.

To chat right away, you can type messages in the bottom text box, then click on **Send** or hit the enter button.

You can see who is in the chat room by checking the **User List** to the left side.

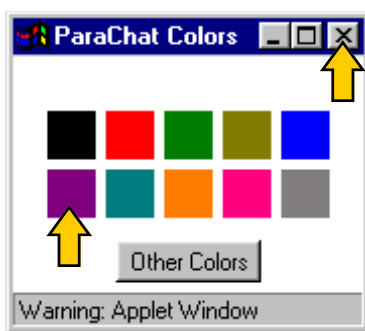
You can change the color of your text by clicking on the **Color** button.

You can change your text's look by clicking on the **bold** or *italic* buttons.

You can leave the room by clicking the **Log Off** button in the upper right-hand corner — remember, you will have to sign in again if you leave.

CHANGING FONTS AND ADDING PICTURES

If you click on the color button, you'll be able to change the color of your text in the main chat window. When you click on the color box, in a few seconds this box will appear:



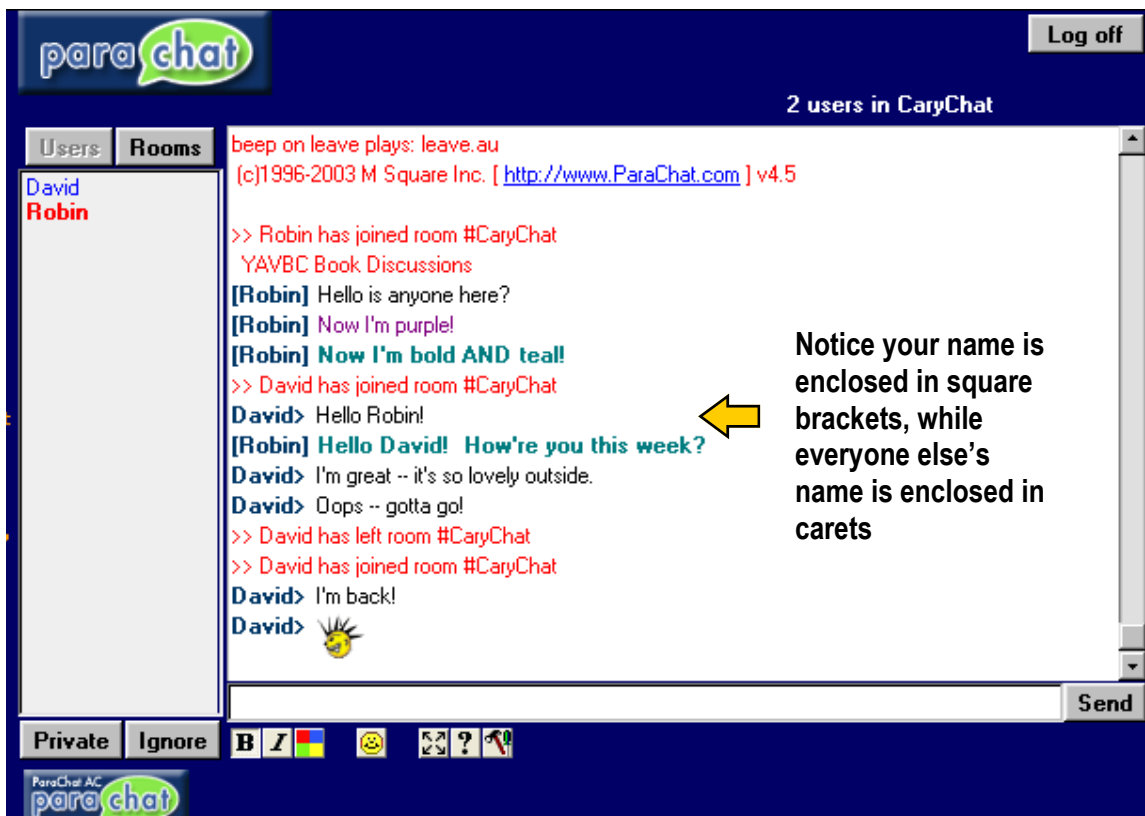
Click on the color you want your text to be. Then close the window by clicking on the X button. Now your text will appear in the color you clicked on within the box.

To add a picture, or smiley face, click on the Smiley button. This box will appear:

Once again, if you want to add a particular face, then simply click on the image. Then close the box by either hitting the X button or clicking on **Exit**.



As you can see from the following chat text, this is what some of the colors and text look like in action:



As you can see, the colors and pictures can make chat quite interesting! The pictures can also be typed into the window — the typing code for the above punk smiley is “::punk”. If you type “::punk” into the text box, the punk smiley will automatically appear. The text shortcuts include: :) = Smile; :D = Very Happy; ::biglips = Big Lips; B) = Cool Smile; :(= Frown; ;(= Sad Eyes; :O = Yawn; :surprise = Surprised Look; ::down = Thumb Down; ::up = Thumb Up; ::lips = Lips; :L = Tongue; ;) = Wink; :!! = Punk; ;;) = Blink; ::rose = Rose; ::eye = Eye; ::coffee = Coffee; and ::aspirin = Aspirin.

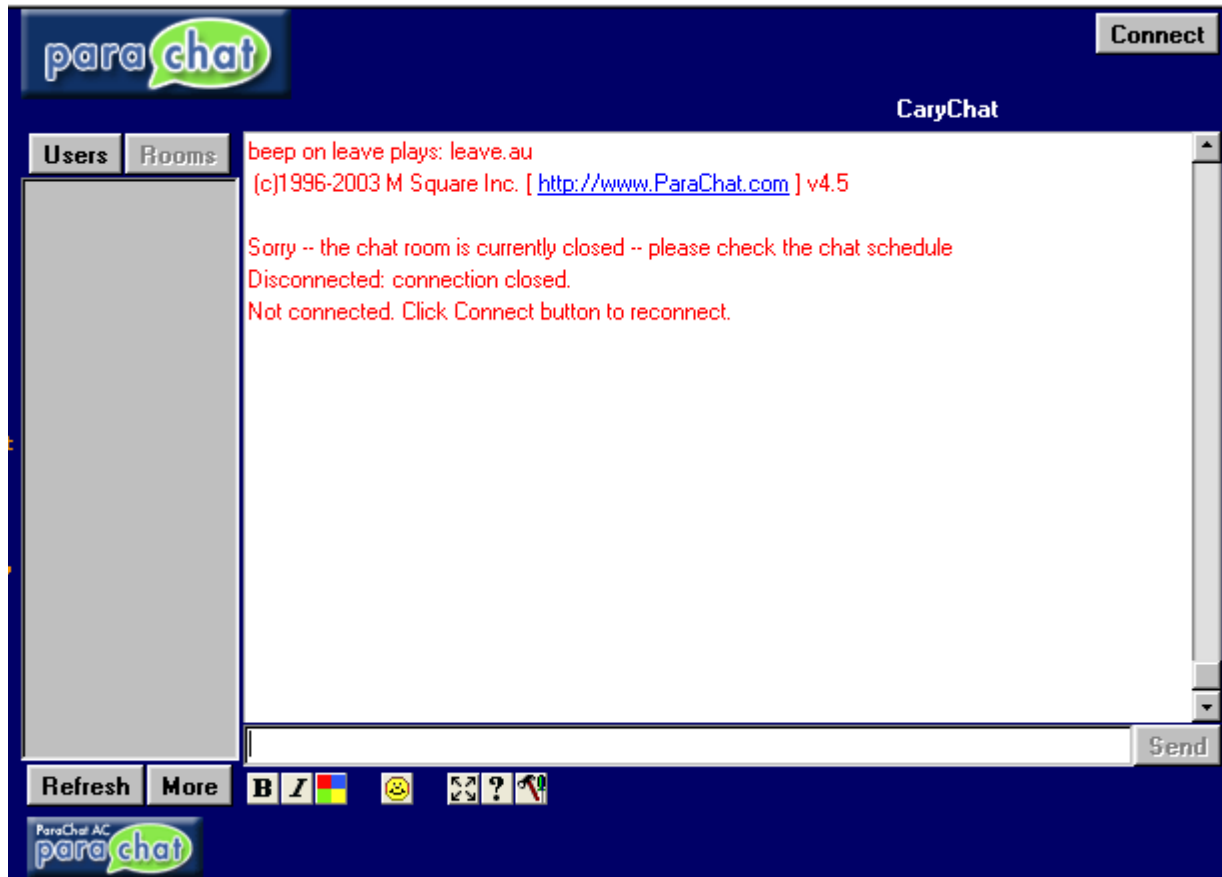
For the book club discussions, it would be best to pick a color and stick with it — that way everyone can learn to recognize your name and color of choice.

You'll notice there is a Private Button at the bottom of the user list. This can be used to create a private chat room — click on a user, and hit the **Private** button, and a private chat room will appear with just you two in it. You'll also notice the **Rooms** buttons at the top of the User List — this shows the number of rooms presently open. Each user has the ability to create a separate sub-room within the chat room. These rooms would be open to anyone, and can be created by anyone.

As this is a book discussion group, however, we ask that you please not use the private chat rooms or create your own rooms — it is rude to the other members of the group. We moderators reserve the right to close down created rooms unless the group decides together a separate room (say, for different questions to discuss) would be desirable. If we do decide to create such a room, the moderators will create the new room.

SCHEDULED CHATS ONLY

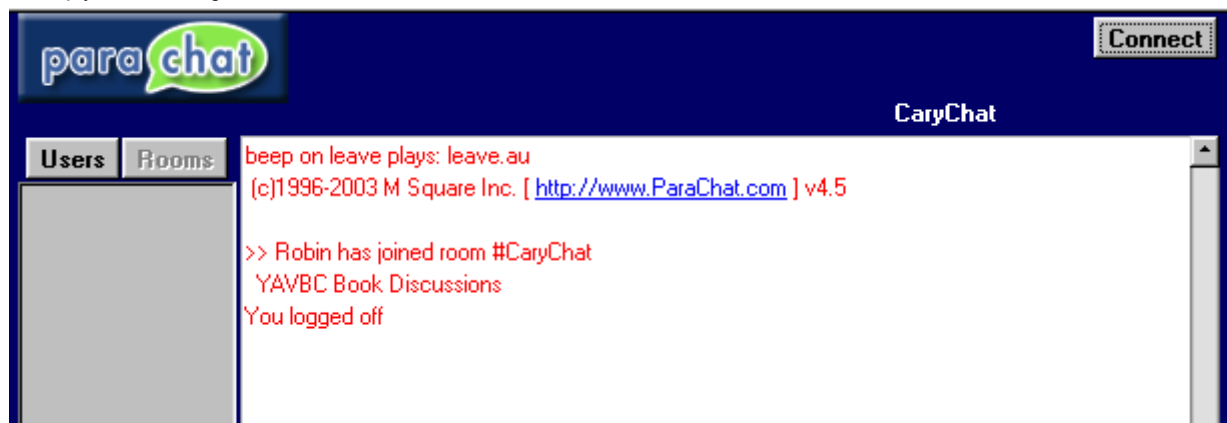
Remember, the chat room will only be open at particular times for our weekly chat. If you try to log in before the chat time, you will see the following message:



Don't worry! We'll make sure to open the chat room ten minutes before each schedule chat to give everyone time to arrive. If you get this message, just try again in a few minutes.

LOGGING OFF

To log off, simply click the Log Off button. You will then see:



Thus are logged off. To return to the chat room, click on **Connect** again in the upper right-hand corner.

NEED MORE HELP?

If you're having any trouble, please don't hesitate to call or email the YAVBC moderators, Robin Brenner or Pam Ikauniks. If necessary, we can set up independent times to walk through logging in to the chat room and showing each member how it works.

Both Robin and Pam can be called at the Main Library at 781-862-6288.

Email:

Robin: rbrenner@minlib.net

Pam: pikauniks@minlib.net

Parachat, the company that provides our chat room, also has a number of helpful guides for anyone who wants to know more about the functions of the chat room. You can find their Chatters Users' Guide at <http://www.parachat.com/faq/faq45/usercmds.html>.