Austin Film Festival's Discord Server – the Virtual Networking Lounge

We're thrilled to welcome you back in person this year for the 28th annual Austin Film Festival! While we're finally able to return to the in-person networking hub that is the Driskill Bar, we'll also have a Discord server running in parallel so you can connect with fellow attendees online. For those of you who haven't attended the live event in years past, the Driskill Bar is where attendees go after panels, film screenings, and late-night parties to relax, chat, and have a drink with fellow writers, filmmakers, and panelists. While Discord doesn't have a setting that allows us to dish out cocktails, it's a great way to connect with fellow attendees prior to the start and during the Festival. The information below will guide you to get set up so you can jump in by the time October 21st comes around.

What is a Discord server?

For those of you unfamiliar: Discord is a chat-room-style website and app for communities to gather and connect virtually. Discord users can create a profile and then join various servers, which are online communities, hosted by a company, group, or an individual, centered around a specific subject. Austin Film Festival will be hosting its own private server, accessible to all Badgeholders 24 hours a day from July 29 through November 3.

This sounds great, how can I join?

It's important that you read and follow each step below very carefully. Please note, we recommend you set up your account and join the server before the Festival begins so you don't encounter delays. Also, this platform is only for badge and pass holders, however, if you are waiting to secure lodging accommodations before you purchase and would like to access the server to attempt to find some, please let us know when you fill out the account vetting form.

Don't have a Discord account?

For those who don't already have a Discord account, please take the following steps to join AFF's server:

- On desktop:

  1. Open https://discord.com/ in a web browser.

  2. Click "Login" at the top right corner of the screen (don't worry, there will be a place to register after clicking this button).

  3. Click "Register", below the "Login" button near the bottom of the screen.

4. Enter in your information within the "Create an account" window and click "Continue". **Please keep track of your username (this will be a crucial piece of information you'll need to join AFF's server)**

5. Once you click "Continue", the discord app will open. You can click the "x" on the "Create your first Discord server" window.

6. On the home page you have the choice of either downloading the Discord app (accessible on Windows, Mac, and Linux) or accessing the server through your browser. The downloadable version looks the same as the web version so you can continue with the following steps in either case.

7. Please note: if you don't want direct messages, please take the following steps **before** you join AFF's server – you will not be able to change this setting once you join:

· Open the Discord app

· Click "User Settings" – bottom-left-hand corner of the screen (a standard setting icon)

· Click "Privacy & Safety" on the left-hand side of the page

· You'll see "Allow direct messages from server members" near the top of the page. Click the toggle button next to it to turn this setting off. You'll be given a prompt that asks you whether you'd like to apply this change to all your existing servers. You can click "no".

· Now once you join AFF's server, you will not receive direct messages from other members, but you will still be able to participate in public channel discussions.

8. To join AFF's server, click this link to join: https://discord.gg/VbUec8VcXb

9. Once Discord opens (either in your browser window or the app) the window will ask you to enter a Username. Since you've already set up an account you should skip this and click "Already have an account?" below the "Continue" button. You'll then be prompted to login.

10. Once you log in, you should see Austin Film Festival's logo on the left side of the screen. This means our staff members can see that you've

joined the server from the backend. You won't be able to join any channels or send messages until our staff vets your account.

11. Please fill out this form so an AFF staff member can vet your Discord account: [Discord Account Vetting Form](#)

> · *Please allow up to 48 hours for your account to be vetted.* ***Also, you will not receive confirmation when it is so you'll need to log into Discord to confirm. If there are any issues an AFF Staff member will get in touch with you****. If you have questions related to Discord, please email support@austinfilmfestival.com.*

12. Once you've submitted your information using the form above, please jump down to the "Setting up your profile" section of this document to ensure you have your profile set up correctly.

13. **Before you start messaging, please visit the *Welcome and Rules* channel for information on our Community Guidelines and tips on how best to utilize this tool.**

- o On mobile:

  1. Download Discord app

  2. Once you open the app, tap "register"

  3. Enter in your information then click "Next". **Please keep track of your username (this will be a crucial piece of information you'll need to join AFF's server)**

  4. Enter DOB and tap "Continue"

  5. Tap "close" within the "Create Your Server" page

  6. Please note: if you don't want direct messages, please take the following steps **before** you join AFF's server – you will not be able to change this setting once you join:

      > · Tap your profile icon (on the far-left side of the screen)

      > · Tap "Privacy & Safety" on the left-hand side of the page

·   You'll see "Allow direct messages from server members" near the top of the page. Tap the toggle button next to it to turn off this setting. You'll be given a prompt that asks you whether you'd like to apply this change to all your existing servers. You can tap "no".

·   Now once you join AFF's server, you will not receive direct messages from other members, but you will still be able to participate in public channel discussions.

7.   To join AFF's server, tap this link: https://discord.gg/VbUec8VcXb

8.   Tap "Accept Invite"

9.   If you tap the "three lines icon" at the top left-hand-corner of the screen, you should see Austin Film Festival's logo. This means our staff members can see that you've joined the server from the backend. You won't be able to join any channels or send messages until our staff vets your account.

10. Please fill out this form so an AFF staff member can vet your Discord account: Discord Account Vetting Form

·   *Please allow up to 48 hours for your account to be vetted.* ***Also, you will not receive confirmation when it is so you'll need to log into Discord to confirm. If there are any issues an AFF Staff member will get in touch with you****. If you have questions related to Discord, please email support@austinfilmfestival.com.*

11. Once you've submitted your information using the form above, please jump down to the "Setting up your profile" section of this document to ensure you have your profile set up correctly.

12. **Before you start messaging, please visit the *Welcome and Rules* channel for information on our Community Guidelines and tips on how best to utilize this tool.**

Already have a Discord account?

If you already have a Discord account and know how to join a server, please take these steps to join:

    o On desktop:

        1.   AFF's server can be accessed at this link: https://discord.gg/VbUec8VcXb

        2.   Please fill out this form so an AFF staff member can vet your Discord account: Discord Account Vetting Form

            ·   *Please allow up to 48 hours for your account to be vetted.* ***Also, you will not receive confirmation when it is so you'll need to log into Discord to confirm. If there are any issues an AFF Staff member will get in touch with you****. If you have questions related to Discord, please email support@austinfilmfestival.com.*

        3.   **Before you start messaging, please visit the *Welcome and Rules* channel for information on our Community Guidelines and tips on how best to utilize this tool.**

    o On mobile:

        1.   AFF's server can be accessed at this link: https://discord.gg/VbUec8VcXb

        2.   Once the Discord app opens, tap "Accept Invite"

        3.   Please fill out this form so an AFF staff member can vet your Discord account: Discord Account Vetting Form

            ·   *Please allow up to 48 hours for your account to be vetted.* ***Also, you will not receive confirmation when it is so you'll need to log into Discord to confirm. If there are any issues an AFF Staff member will get in touch with you****. If you have questions related to Discord, please email support@austinfilmfestival.com.*

        4.   **Before you start messaging, please visit the *Welcome and Rules* channel for information on our Community Guidelines and tips on how best to utilize this tool.**

Setting up your profile:

We highly recommend setting up your profile in advance so you're ready to go by the time the Festival starts.

Because we want this platform to resemble a personal and conversational atmosphere, we recommend adding a photo of yourself to your profile. Once your profile is vetted, an AFF staff member will change your default username (the one created when you set up your account) to the name you provided in the Discord Profile Vetting Form (which should be your real name). This name will only be visible within AFF's server—if you join a different Discord server, your default username will remain visible.

How to add your photo on a desktop:

1.   Within the Discord app, click "User Settings" (a standard settings icon at the bottom-left-hand corner of the screen).

2.   Under the "My Account" section, within the box that has your Username and Email listed, click the "edit" button.

3.   Click the Discord Icon (next to where your Username is) to change your photo. It will bring up your file explorer where you can select the photo you'd like to use.

4.   Once uploaded, click the green "save" button.

How to add your photo on mobile:

1.   Within the Discord app, tap your User icon (bottom-right-hand side of the screen)

2.   Tap the Discord Icon (top-left-hand side of the screen)

3.   Discord will ask you whether it can access your photos. You'll need to grant it permission in order to change your avatar photo. Once you select the photo you want, you can go into your phone's settings later to remove this permission.

4.   Select the photo you'd like to use.

If you have any questions, please feel free to reach out to: support@austinfilmfestival.com