

## Table of contents

|                                      |   |
|--------------------------------------|---|
| The different forms of Discord ..... | 1 |
| Interfaces and menus .....           | 2 |
| The home page .....                  | 2 |
| Server interface .....               | 2 |
| The applied physics servers .....    | 4 |
| Calling interface .....              | 4 |
| Settings .....                       | 5 |
| Miscellaneous .....                  | 6 |
| Privacy Statement .....              | 6 |

Discord is a VoIP (voice over IP) service initially catered towards gamers. Recently, however, a statement was released in which was stated that the target audience now included basically everyone who wanted to use a service for digital communications. Discord is also used here at Applied Physics or Technische Natuurkunde for tutorials or Q&A sessions and the like. This simple guide aims to introduce you to some of the main concepts in Discord and to allow you to work proficiently with the software. This guide does not cover setting up and managing a server.

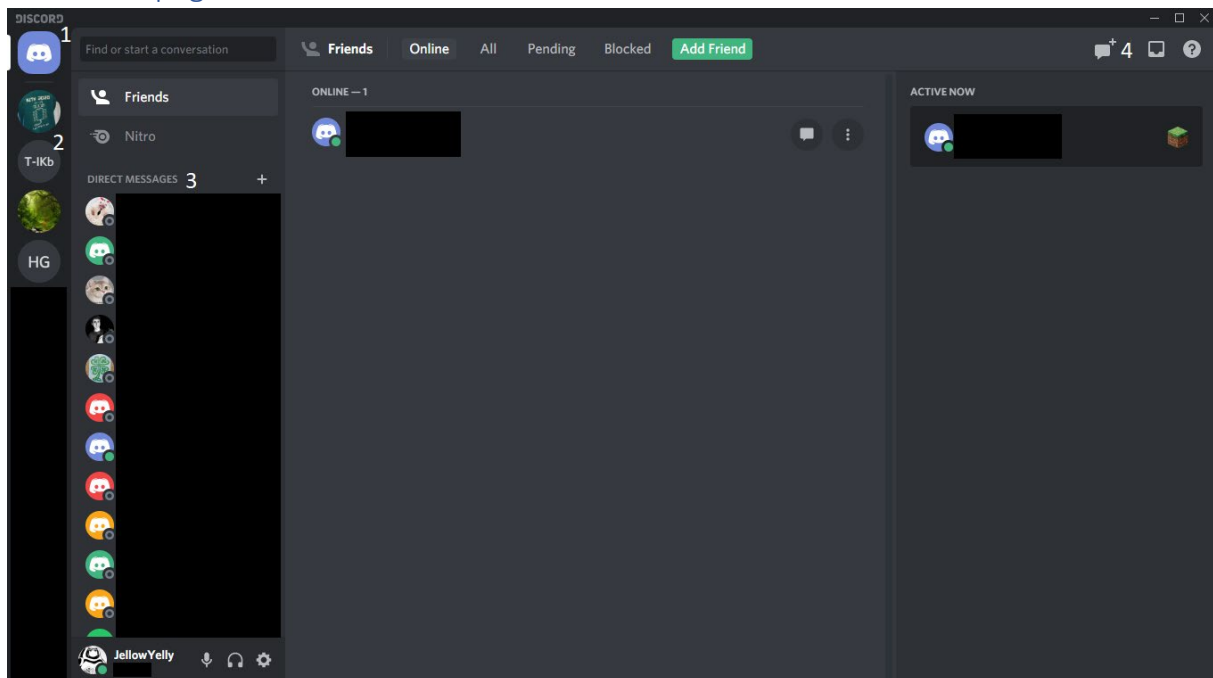
## The different forms of Discord

The main three forms of Discord are the web version, accessible via [www.discord.gg](http://www.discord.gg) on desktop, the desktop app, for which a download link can be found via the same URL, and the mobile app, most likely available in your app store. These different versions have their differences, the most notable being the absence of the option to share your screen and the difference in UI, which relies more on sliding menus, in the mobile app. For this guide, the desktop app will be used as reference. As the other versions are rather similar, this should not pose a problem. It is recommended to use the desktop application, as this is the most stable and feature rich option.

While not required for the web version, an account is useful to make sure that servers and friends you have acquired are saved somewhere. An account can be made at <https://discord.com/register>.

# Interfaces and menus

## The home page



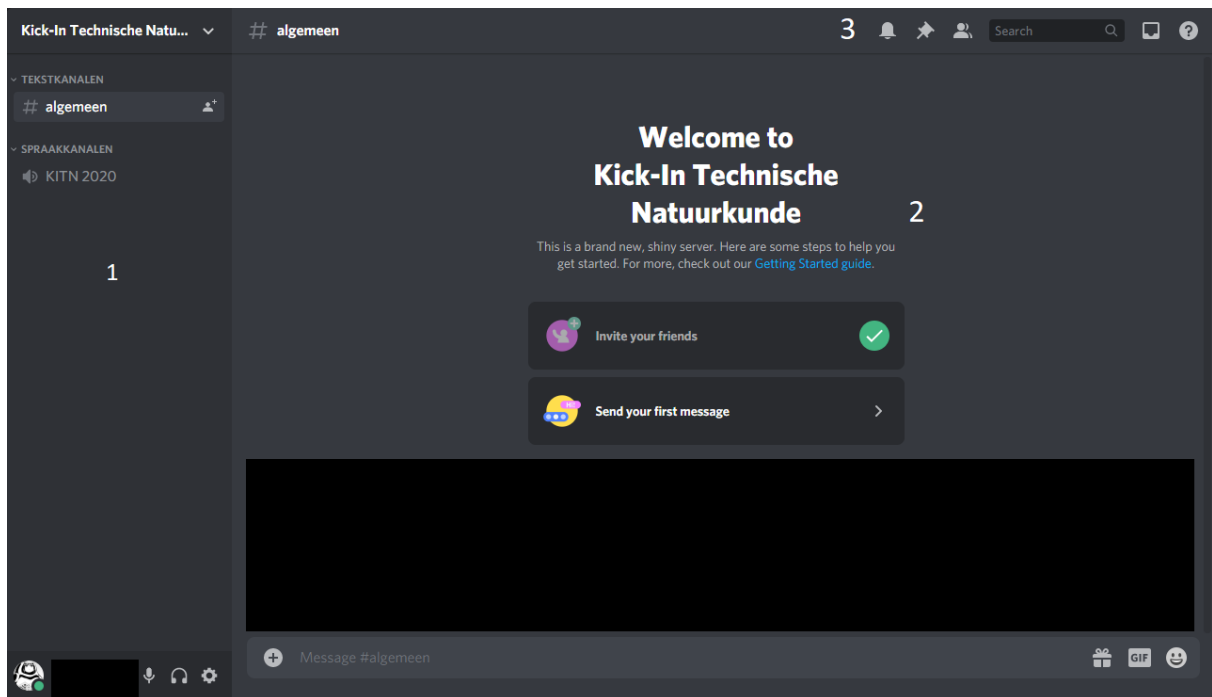
This is the home page, where you will typically start when opening Discord. Some notable parts have been numbered and are explained below.

1. In the upper left corner, the button which takes you to the home page can be found.
2. Below the home page button, a list with servers you are part of are shown. These icons can be dragged around to rearrange the list or to make folders. You can scroll up or down this list. All the way at the bottom, the option to explore available servers and the option to add a server by creating or joining one via a code or link can be found.
3. To the right of the server list is the direct message tab, or DM for short, where your recent conversations are shown. This list also supports scrolling.
4. The three buttons in the upper right corner are, from left to right, the option to create a group DM, your inbox and the help function. The first allows you to create a group of up to ten people with one group chat for messages and the option to call all the included people at once for a group call. The second shows you new messages or messages which specifically mention you.

## Server interface

Servers in Discord consist of a number of text and voice channels. Text channels have a # in front and are used for messaging, while voice channels have a speaker icon in front and are used for calling. The members of a server can have different roles assigned. Channels can be limited to a select set of roles, thus not every channel is necessarily accessible. It may also be that you can only view messages in a text channel, while being restricted from posting them yourself.

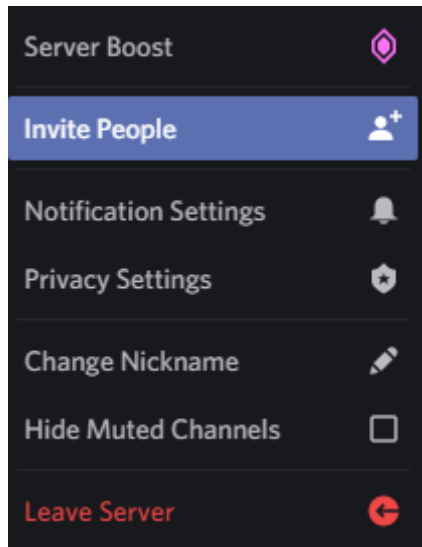
Once you are on a server page, your interface should look as follows:



In this image, there are a couple notable segments, detailed below.

1. This is the channel list. Clicking on a text channel will open that text channel, while clicking on a voice channel lets you join that channel.
2. A text channel can be seen here. Often, you can also see past posts in here, but sometimes this is disabled in the settings of the server. The bar at the bottom can be used to send messages yourself.
3. The bar at the top contains a few buttons. The first is a bell-shaped mute button, which can be used to mute that specific channel. The second one, the pin, can be used to see pinned messages. The third one, the person, can be used to toggle the members list, which will appear on the right-hand side if on. The search bar can be used to search through the messages contained in all accessible text channels in the server.

Clicking the downward arrow in the upper left corner or right clicking the server presents some options. This list can vary depending on the rights you have in the specific server, but often the options shown below are included. The change nickname option is of special interest, as it allows you to change what name you have for others. This is server specific. People in the server can also still see your Discord profile name, so this is not concealed.



Under notification settings, it is possible to fine-tune your notification preferences server wide, including exceptions.

#### The applied physics servers

In the applied physics server (<https://discord.gg/EN62kXD>), text and voice channels are grouped by subject. There are often multiple voice channels with a limited maximum number of participants. These channels are called tables, as to simulate working together in a small group. Questions can be asked in the corresponding text channel. It is also possible to ask a teacher or teaching assistant for help, after which they will often join your voice channel. Teachers and teaching assistant ignore the maximum number of people.

#### Calling interface

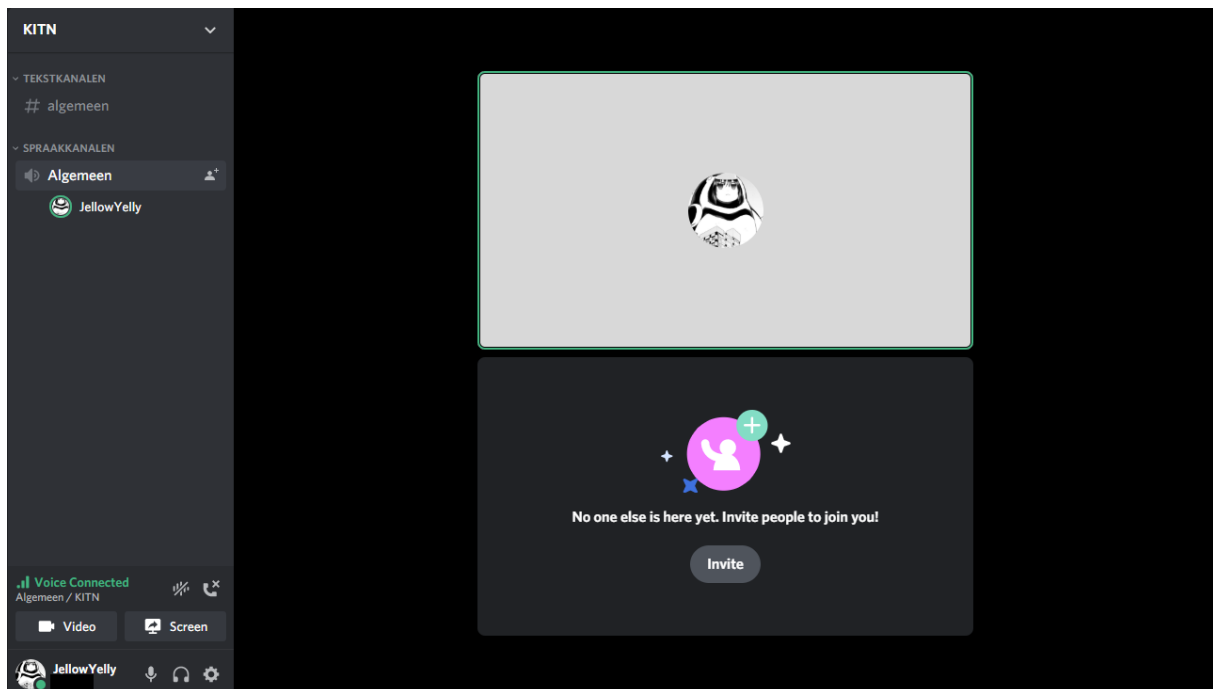
When calling, be it via a voice channel on a server or directly with a person or a group, there are a few convenient features available. A relevant screenshot can be found at the end of this segment.

For a direct call, the people in the call can be seen in the menu for that call, while for a voice channel, this can be done by clicking on the channel again. A few useful tips about this menu:

- When you see a green circle around the box of a person, that person is transmitting audio.
- When someone has their camera turned on, their camera feed will replace the image of their avatar or profile picture.
- Clicking on the box of a certain person fits that box to the available space, while clicking again reverts everything to the starting grid.
- When a person turns on screen sharing, a new box will appear. To see this stream, click the join button in the box. This box works the same as other boxes.
- When right clicking on a box of a person, a menu which includes the option the increase or decrease the volume of that individual on a scale with a range between 0% and 200% of the original output.

When moving the mouse through the space which holds these boxes, a few call related options will appear. These options can also be found in the lower left corner of the app, above or next to your username and avatar.

- The microphone icon allows you to mute and unmute your microphone in Discord, while the headphones icon can be used to silence all sound from the call, this also mutes your microphone.
- The video button turns your webcam feed on or off within Discord.
- The screen button will present a menu of open applications and available screens. After selecting one of those by clicking, a settings menu will appear. If you then click the go live button, people can see what you're sharing. Clicking the screen button again presents options like changing the settings, changing what you're streaming and stopping the stream.
- The button with the phone and the cross will disconnect you from the current call
- The button left of the phone allows you to test and turn on or off the active noise cancellation feature. This feature is still in beta, but might help to filter out sounds other than voices, such as typing and noise from the surroundings. This feature does not help against looping audio (when your microphone picks up speech from others in the call again).



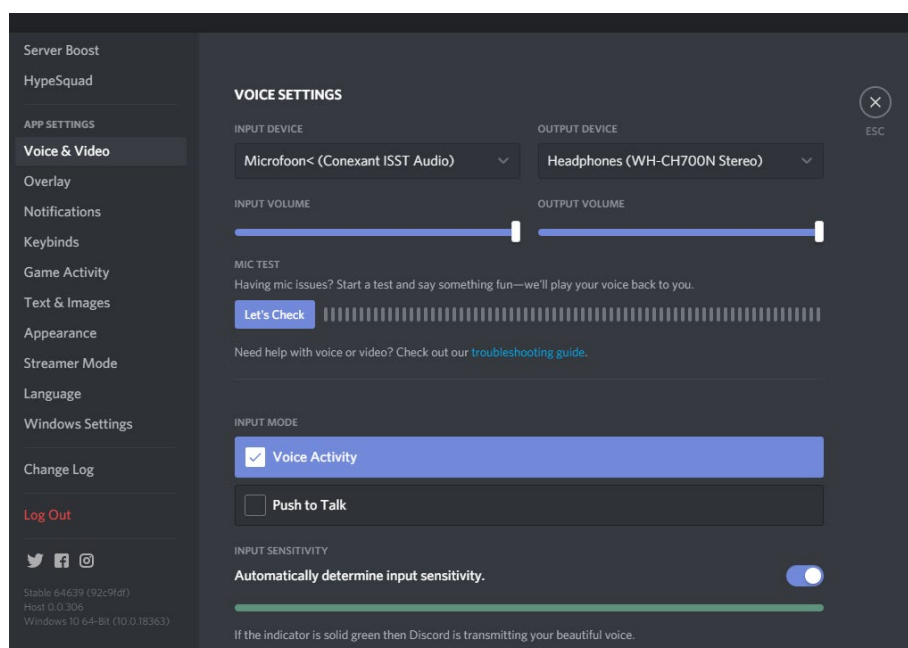
## Settings

Next to the mute buttons in the lower left corner, a cog can be seen. This cog takes you to the user settings, which houses all kinds of settings, from changing your profile name and picture to appearance settings and connected apps. For now we are interested in the voice and video tab, as this tab can be used to change your audio in- and outputs.

Using the screenshot below as reference and working from top to bottom, a few relevant voice settings will be covered.

- Under input device and output device you can select which microphone and which speakers/headphones/in-ears respectively you want to use when calling.

- The corresponding volume sliders can be found just below.
- Then we arrive at the mic check. If you click di check, a ping sound should be hearable with your output device (assuming non-zero volume), after the sound, your microphone input will be repeated over your output.
- The input mode options are voice activity, which means that Discord will transmit your audio as soon your microphone registers something loud enough (or: your input exceeds the noise floor, for more about this see the next bullet point), and push to talk, which means that your audio will be transmitted as long as you hold a certain button, which you can choose yourself below if you enable this option.
- The input sensitivity is relevant only when the input mode is voice activity. The toggle can be used to switch between automatic and manual mode. In manual mode you can choose the noise floor yourself. This may be useful when your input is on the weak side, as it may not be loud enough to pass the automatic option.



## Miscellaneous

- Clicking your avatar in the lower left corner allows you to change your availability, with options as invisible to make you appear online and do not disturb to silence incoming notifications. You can also set a status with an optional clear time.
- Many menus are scrollable, even if it may not seem so at a glance. This is especially useful to know in the settings, which may house many options just out of sight when just opened.

## Privacy Statement

It is important to note that Discord's privacy regulations do most likely not comply with the UT standard. Therefore, it is recommended to take caution in coupling other social services, like social media or spotify, and to avoid sending sensitive information if possible.