PORTABLE
TECH GUIDE

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WELCOME TO
VIRTUAL REALITY

This guide is designed to help you get you started with your Virtual Reality (VR) kit. It will cover everything from what's in your kit, to how to setup and run VR programs for the first time.

It's important to remember that like all new technologies there will be a bit of a learning curve, so don't get discouraged if you run into problems or have questions - our team is here to help you every step of the way!

If you have questions about your kit, please email **alex.white@gnb.ca**

WHAT'S IN YOUR KIT

PRIMARY HARDWARE

Laptop + Charger

This high-end gaming laptop is the brain of your kit. It includes a powerful graphics card and a top of the line processor to keep your VR experiences running smoothly.

DON'T FORGET Your laptop must always be plugged in to run VR applications. Be sure to power it off completely before packing it away to avoid overheating.

VR Headset + Controllers

These are your eyes, ears, and hands in the virtual world. The Oculus Rift S VR Headset and Touch controllers leverage inside out tracking so you don't have to worry about setting up external sensors. The headset is tethered directly to the computer, and the controllers are powered by two rechargeable AA batteries. The headset also includes a silicone face cover for added comfort and hygiene.

Tech Tip – Cable Management

Take the time to properly unwind and rewind the cables in your kit. A couple minutes of cable management can extend the life of your hardware by a couple years.

ACCESSORIES

Charger + Batteries

This battery charger includes 4 AA batteries so you can always have two in your VR controllers and two on

6' HDMI Cable

If you ever want to plug your laptop into an external display you can do so by using this HDMI cord.

8' Extension

Placement of your laptop is critical with a tethered headset. This 8' grounded extension cord will give you extra flexibility on placement.

VR Cleaning Wipes

Keep your headset clean between sessions with these antibacterial and hypoallergenic, VR friendly cleaning wipes. Just don't use them on the lenses!

Microfiber Cloths

Dust or dirt on the lens of your VR headset? Use the microfiber cloths to take care of it while ensuring the delicate surface doesn't get scratched.

Oculus Safety

This manual goes over all of the health and safety warnings as per the manufacturer of the hardware. Please review this before using VR.

Note: Depending on when your kit was shipped the exact make and model of your hardware and accessories might vary from the photos. If for any reason something is missing or does not look right contact us ASAP so we can make it right!

HEALTH
AND SAFTEY

Oculus Health & Safety Manual

Included in your kit is an extensive Health & Safety Manual created by Oculus, the manufacturers of your VR headset. An online copy can also be found at: https://www.oculus.com/legal/health-and-safety-warnings/ Please ensure anyone using VR reviews this manual before use to ensure a safe and comfortable experience!

Before you use your VR system, make sure:

- o Your headset is properly adjusted.
- o You are not: impaired, tired, under the influence of alcohol or drugs, hungover, experiencing digestive problems, suffering from emotional stress or anxiety, or suffering from cold, flu, headaches, or migraines.
- o If you are pregnant, elderly, or suffer from any psychiatric disorders consult your physician before using VR.
- o You do not suffer from any preexisting medical conditions such as; Binocular vision abnormalities, heart conditions or other serious medical conditions such as seizures.
- o You do not have any medical devices including, pacemakers and defibrillators.
- o You are at least 13 years of age or older.

Other important things to remember:

Be aware of the risks associated with freedom of movement.

Only use in a safe environment free and clear of any obstacles.

You are responsible for creating and maintaining a safe environment at all times.

Do not use VR outside.

Take the time to check the boundaries created to ensure they are in the right place.

Take 10-15-minute breaks in between every 30 minutes in VR.

If you experience any discomfort while in VR, discontinue using the headset.

HYGIENE
AND COMFORT

KEEPING YOUR GEAR CLEAN

Keeping your gear clean is an important part of preventing the spread of germs and maintaining a comfortable experience. There is nothing worse than putting on a headset that hasn't been cleaned properly. The most important thing to remember when cleaning your equipment is to always use non-alcoholic, scent free, hypoallergenic wipes (included in your kit). These types of wipes are perfect for all surfaces except the lenses. Only ever use a microfiber cloth to clean the lenses of your headset, anything else can damage or deteriorate the lenses over time.

More cleaning wipes can be purchased at: vrcover.com/product/antibacterial-hygiene-wipes/

Cleaning the Headset
Take extra care to wipe down frequently touched surfaces with the VR friendly wipes, which are including in your kit. Be sure to wipe down the adjustment knob at the back, as well as all hard surfaces on the headset. Wipe down the face pad, the inside of the nose cover and the soft headband that meets the user's head. Allow 3-5 minutes to dry between uses.

Cleaning the Lenses
Only ever use a microfiber cloth to wipe off the lenses if needed. Avoid direct sunlight shining into the lenses as this could also cause damage.

Cleaning the Controllers
Wipe down the controllers using the VR friendly wipes. Allow 3-5 minutes to dry between uses.

Additional Precautions
Have participants sanitize their hands before and after using the equipment. Have any facilitators who are assisting with cleaning the gear sanitize their hands frequently as well.

IT'S A PHYSICAL ACTIVITY!

VR can be a physically demanding activity, depending on the experience. Always remember to let users know ahead of time if you are planning a VR session. Make sure they wear appropriate clothing and avoid anything that could limit mobility or could cause tripping such as flip flops, high heels and extremely tight or baggy clothing.

CHOOSING THE
RIGHT ROOM
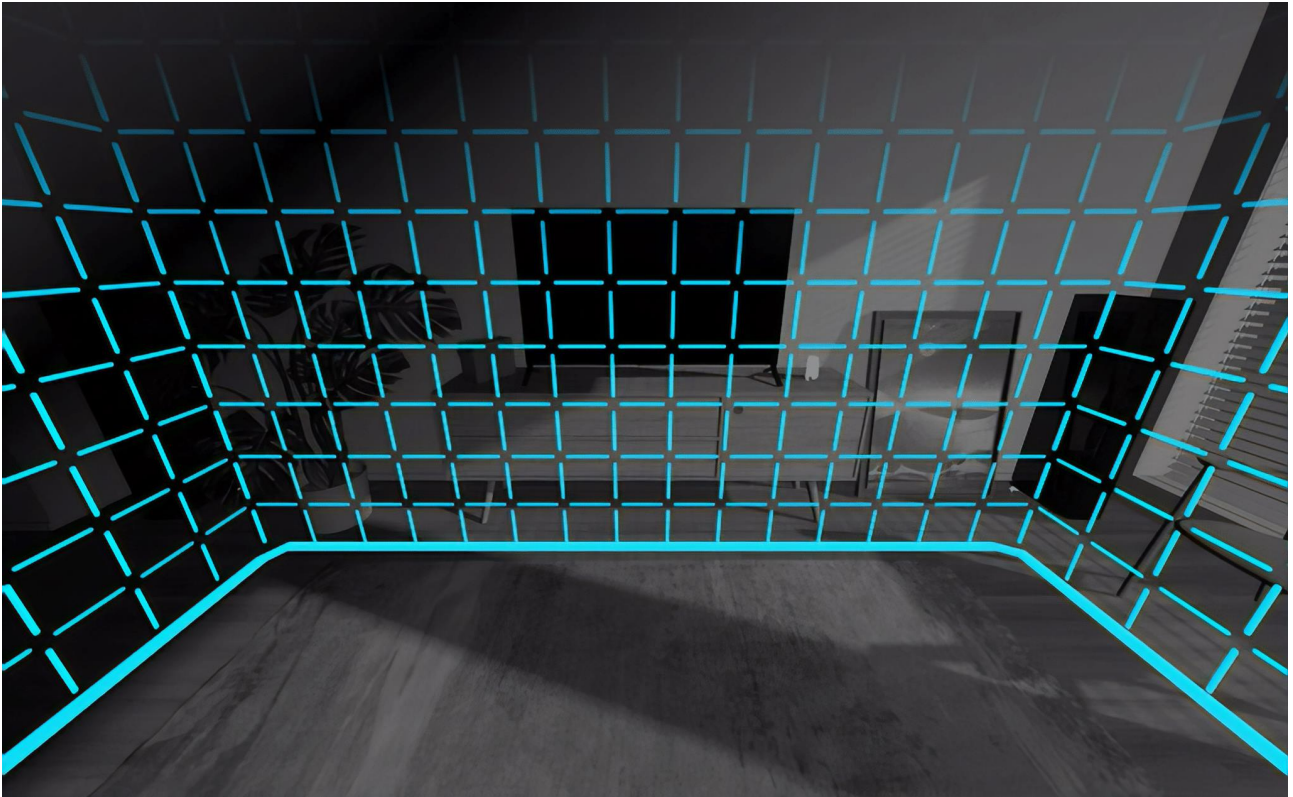
☐ **Minimum 10' x 10'**
Although some applications can be run seated, we always recommend a minimum space of 10 by 10 feet or larger. The more space the better!

☐ **Free and Clear of Obstacles, Tripping Hazards & Foot**
Make sure the space you select has no obstacles in or around it. There should be enough space for a facilitator to sit next to the 10x10 space with the laptop. Avoid things like loose rugs that could cause tripping and avoid high foot traffic

☐ **No Highly Reflective Surfaces or Excessive**
Avoid rooms with large mirrors or glass walls, as they can cause tracking issues. Too much direct sunlight can also affect tracking and cause damage to the

☐ **Enough Available Power**
Be sure to have a power source close by, as the laptop must be plugged in at all times during VR sessions!

POSITIONING YOUR

LAPTOP AND HEADSET

STEP 1: Place your laptop close to your VR space.

The ideal placement of the laptop is just outside the VR space on a steady surface where it cant be knocked over. Be sure to plug the laptop in, using the

STEP 2: Place your headset in the centre of your VR

Unwind the headset cable and place it in the center of your VR space. Take extra care to remove any winds or knots in the cable to ensure you get the maximum
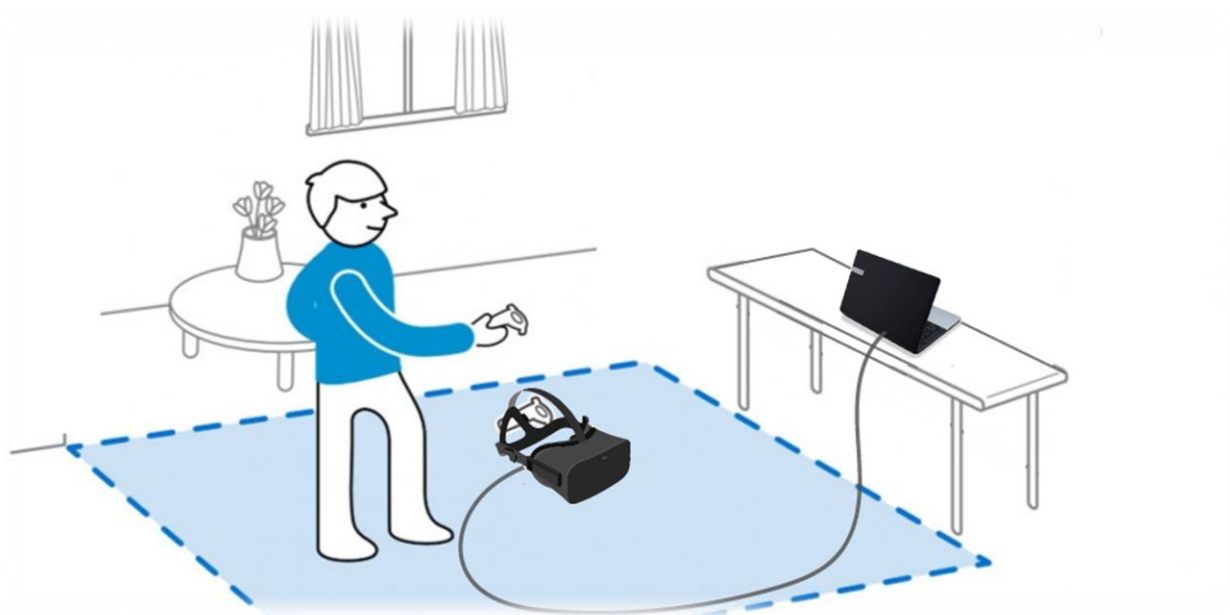
STEP 3: Plug the headset cord into the back of the

The headset cable will have two ports that need to be plugged in (1) the DisplayPort cable and (2) the USB 3.0 cable.

NOTE: The DisplayPort cable (1) has a Mini DisplayPort adapter on the end of it that is needed to connect your headset to the laptop. If you lose or damage this adapter, replacements are available online.

WHATS ON
YOUR LAPTOP

The Oculus App

The Oculus app powers your VR headset and is the first application you launch to run VR. If updates are available for the headset this application will notify you. This is also the application you use to run room setup and draw your guardian boundaries.

The CareerLabsVR Platform

The CareerLabsVR Platform manages all your VR applications and licenses that you will be using in your organization.

Support Applications

There are also several support applications pre-installed on your computer, such as Google Chrome.

Need Other Applications?

Although installing too many applications can slow down the computer's performance, some organizations choose to add other non-VR programs to the computer. Please let us know if you need other applications.

Remember: Most game stores such as Steam and the Oculus store only provide licenses for private use only and are not suitable to be used in an organizational setting. If you would like more VR applications, please reach out to us.

Software Updates

Although we take the time to pre-install the necessary applications on the computers before shipping them out to you, you may, from time to time, be asked to update windows or other applications as new software becomes available. Some updates are optional and can be postponed however we strongly recommend updating everything when you can.

RUNNING
ROOM SETUP

STEP 1: Launch the Oculus App

The Oculus app can be found on your desktop. When you launch the app, you should already be logged in. If not, a default account can be created using any valid email. Every time you launch this app it will also check for updates. Be sure to
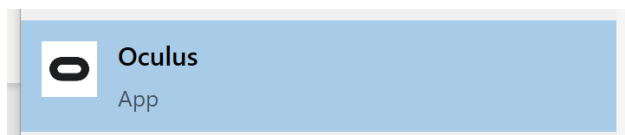
STEP 2: Navigate to the "Devices" tab to check

If you have already connected your headset and taken your controllers out of your kit you should see four green indicator lights. If you see the lights proceed to step 3. If the lights are red, it means something is not connected properly. Typically, unplugging and plugging back in your cables or changing USB ports will solve any headset connection issues. Follow any on screen prompts if you see other red indicator lights. Once more, don't hesitate to send us an email or book a live support session if you are having any issues getting setup for the first time!
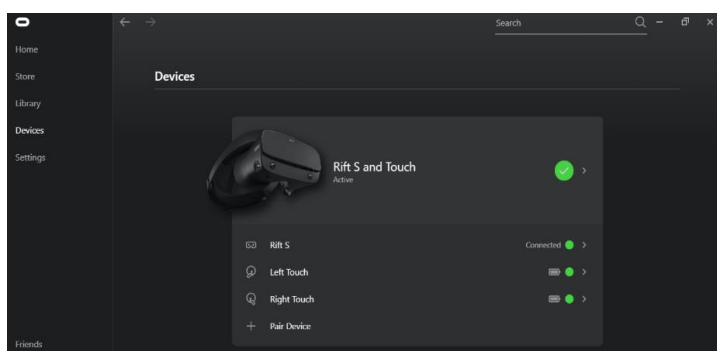
STEP 3: Run the Guardian Setup

Usually, if your headset does not recognize your VR space when you put the headset on, you will be prompted to run Guardian Setup. During this setup you will be able to see the room around you through passthrough cameras on the headset (shown on the picture to the right). You will be asked to mark the level of the floor and then draw the boundaries of your play space with your controller. Be sure to leave room between obstacles and the lines you draw to minimize the risk of colliding with walls and obstacles.

PUTTING ON
THE VR HEADSET

The Oculus Rift S is designed to fit all head shapes, with or without glasses. You will know you are wearing the headset correctly when it's resting lightly on your face and the picture is clear. The headset has three main adjustment points to ensure proper fit; we recommend the user become familiar with the adjustment points so they can

The Fit Wheel

Before you put the headset on - use the fit wheel to loosen the head strap all the way. Place the headset over your head and then use the same wheel to tighten the headset.

The Velcro Top Strap

Once the headset is on, you might need to adjust how it's sitting on your face by loosening or tightening the strap. This will move the headset up or

The Depth Adjustment

If the lenses feel too close to your eyes or glasses, you can use the depth adjustment button to move the lenses closer or further away from your face.
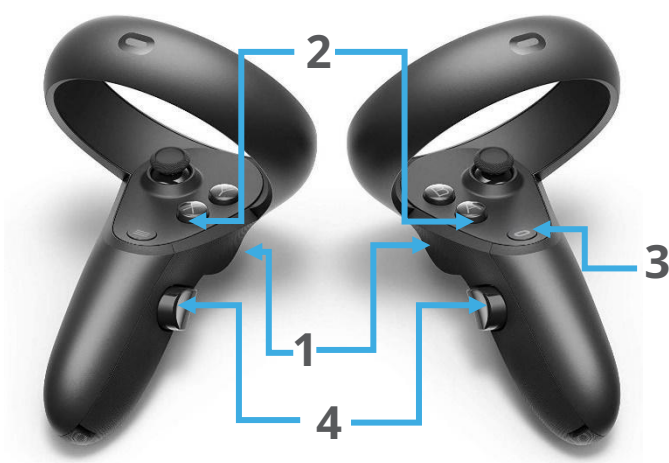
The Controllers

Before putting the VR headset on, secure the controllers to your wrists using the safety straps. There are a few key buttons you should be familiar with before stepping into VR.

2

3

1

4

LEFT   **RIGHT**

1 - The Triggers – Typically used for grabbing objects.
2 - The Joysticks – Typically used for teleporting in experiences.
3 - The Oculus Button – Pressing this will pull up the Oculus Home and double pressing will activate the passthrough cameras.
4 - The Grip Buttons – Sometimes used as an alternate way of grabbing objects in apps.

ACCESSING AND
LAUNCHING APPLICATIONS

STEP 1: Launch the CareerLabsVR App

The CareerLabsVR app can be found on your desktop. When you launch the app, you will need to log in using the credentials that were assigned to you. If you do not have credentials, please contact your administrator. Once logged in, select the CareerLabsVR logo.


STEP 2: Navigate the launcher

Here you will see all the available applications you are licensed to use. Click on the library tab and select the application you want to launch to ensure its content is downloaded and up to date. If you see a download icon on something, you will need to download it before it can be launched.
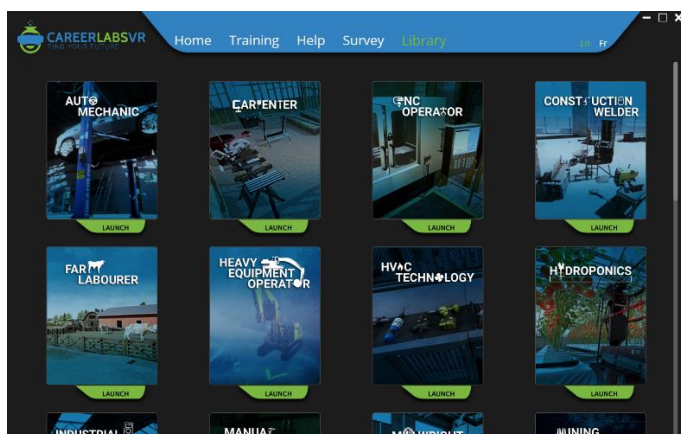
STEP 3: Ensure the user is ready and click Launch!

Be sure the user is ready for you to launch the experience. Ensure they have the headset on comfortably and the controllers in the right hands. When everyone is ready, click "Launch" and your application will start.
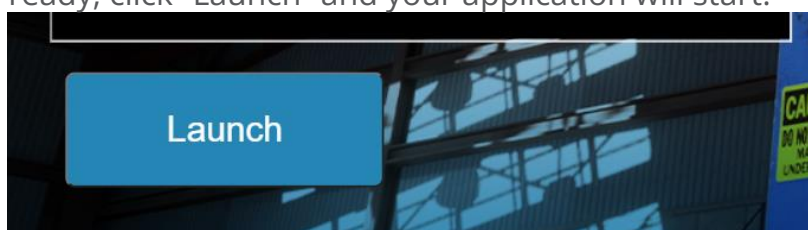
FREQUENTLY ASKED
QUESTIONS

Why can't I see my hands?

This is a common issue! Try lifting your controllers up, and you should be able to see your hands. If you still can't, it's possible the controllers aren't connected or are out of battery power. To check this, look at the top of the controller above the joystick, you should see a white indicator light if they are connected. If you don't see this go to the "devices" section of the Oculus app and ensure that the controllers both have a battery sign and a green check mark. Click on the device and run a device setup if the issue continues.

Why do things look blurry?

This is another common issue with a quick fix! If your vision is blurry in the headset, it's most likely that it's either not sitting properly on your face or it's not tight enough. Try adjusting the straps or moving the facepad up/down a bit on your face.

Why won't the lights go green during device setup?

Try unplugging and plugging back in the headset, plugging the USB into a different port, or restarting the Oculus app. If the issue continues, go to your device, and click on its image; once done, another menu should pop up. Here, please select "run setup" to re-connect your headset, following the on-screen prompts.

How do I get the audio playing from my computer to a set of speakers?

If you wish to mirror the sound the user is experiencing in the headset, from your computer (we find it helps with facilitator guidance) then you can do that easily! Simply go into the Oculus app, click on your device, and select the audio settings you would like. Or use the sound manager on your desktop to select the output.

How can I project the display onto a projector or TV?

All you need to do is connect the Laptop to the desired screen using an HDMI cable, just be sure to do this before running through the VR setup process.

HAVE A QUESTION?
EMAIL US AT: ALEX.WHITE@GNB.CA

Oculus Support Resource

If you need instructional videos, FAQs and troubleshooting guides, you can visit the manufacturers website at:
https://support.oculus.com/rift-s/