



Using Terf™ On An Apple



Congratulations, you are about to step on to Immersive Terf™. Terf™ is the world's best unified collaboration environment. Your team or your company are going to engage more, become more productive, learn more and simply build better and more satisfied teams. Terf™ is a 3D visual, sound and immersive collaboration environment.

Using Immersive Terf™ or Terf™ is not hard. Here are the 5 steps to ensuring you have a great experience on Immersive Terf™. Each step takes only a few moments and there are plenty of pictures to help you.

[Terf's Minimum computer requirements](#)

1. [How to check your Apple for the Terf Min. requirements](#)
2. [Download and install Terf™](#)
3. [Login to Terf™](#) - the 1st time – how to log in, how to set up sound
4. [Optimizing Terf™ Performance](#) – critically important for users with issues

Believe us, it is easier to do this than to write down every step.



Minimum Requirements to use Terf™

We will step you thru what to check below and this is written for non-techies so don't worry if you have no clue what a graphics driver is...

Minimums for Your Computer



Terf™ supports both Apple (Macs) and PCs (Windows) users

- Mac OSX 10.6 + (Intel Chip only)
- Windows OS: Vista, Win7, Win8 (32 or 64 bit)

Minimum Computer (HW) Requirements

- Preferred Graphics Card not in SW
- 2 GB RAM (4GB preferred)
- 100 MB free Storage (with free disk space for content)
- USB headset or USB speaker phone (e.g., Polycom 100)
- Web Camera optional



Software You NEED

- Up-to-date graphic drivers (its 3D folks!)
- Before use - Terf™ installed – coming up after checking minimums



Network Minimums (you have to have solid network/Internet!)

- Broadband network connection with at least 500 Kbps bandwidth
- Stable connection with less than 250 millisecond latency

OK so that is great to know, but how to you check on these...(next page please!)



Step 1, Checking Your Apple for the Minimum Requirements to use Terf™



If you're a gamer and know everything there is to know about your computer, great you are probably all set. But for the rest of us in the World ... here is how you make sure your Mac (Apple) and its Software and Hardware are OK for Terf™ use.

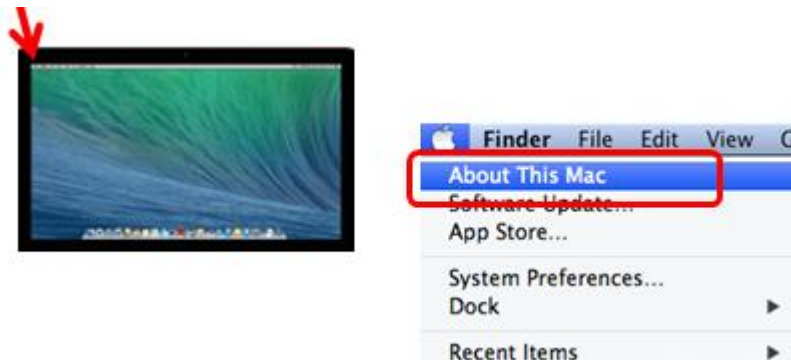
How to look it all up

Here is how you look up your Apple's Operating System Version, RAM, Disk Space and Graphics Drivers. This is Apple only; there is a different Help Sheet for PCs.

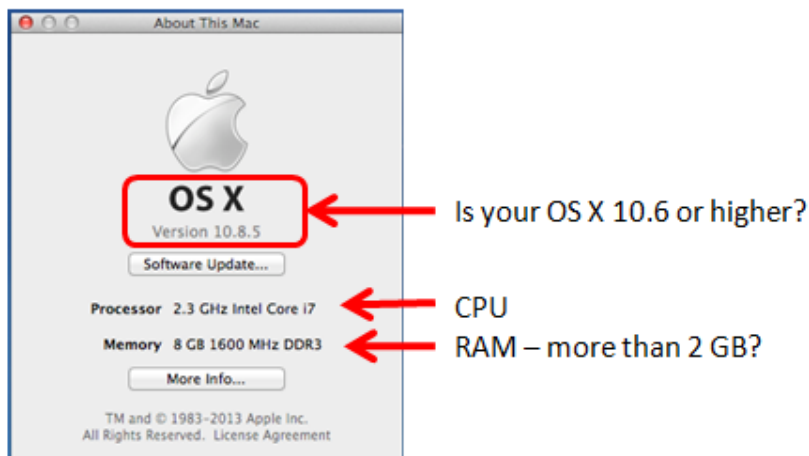
Apple OS, RAM, Disk Space...

There may be a sticker on your Apple somewhere that tells you this information but if not, here is another way to gather most of this information. **CHECK THESE AGAINST THE MIN LIST – WRITE THEM DOWN IF NEEDED**

1. Click the Apple menu at the top left and select **About This Mac**



2. Check the Apple OS is OS X 10.6 or higher and check the RAM, you want 4 GB or higher ideally; make note of your CPU as well.



3. Check your graphics SW or Card



4. Check your Disk Space





Step 2, Download & Install Terf™ on the Apple



1. Open your Safari Browser and go to terf.3dicc.com/client/
2. Pick the PC button and download and install the Terf™ client/plugin

Download and install Terf:
Click Windows (for Win7 or Win8)

Or

Mac (for Apple OSX 10.6 or higher)



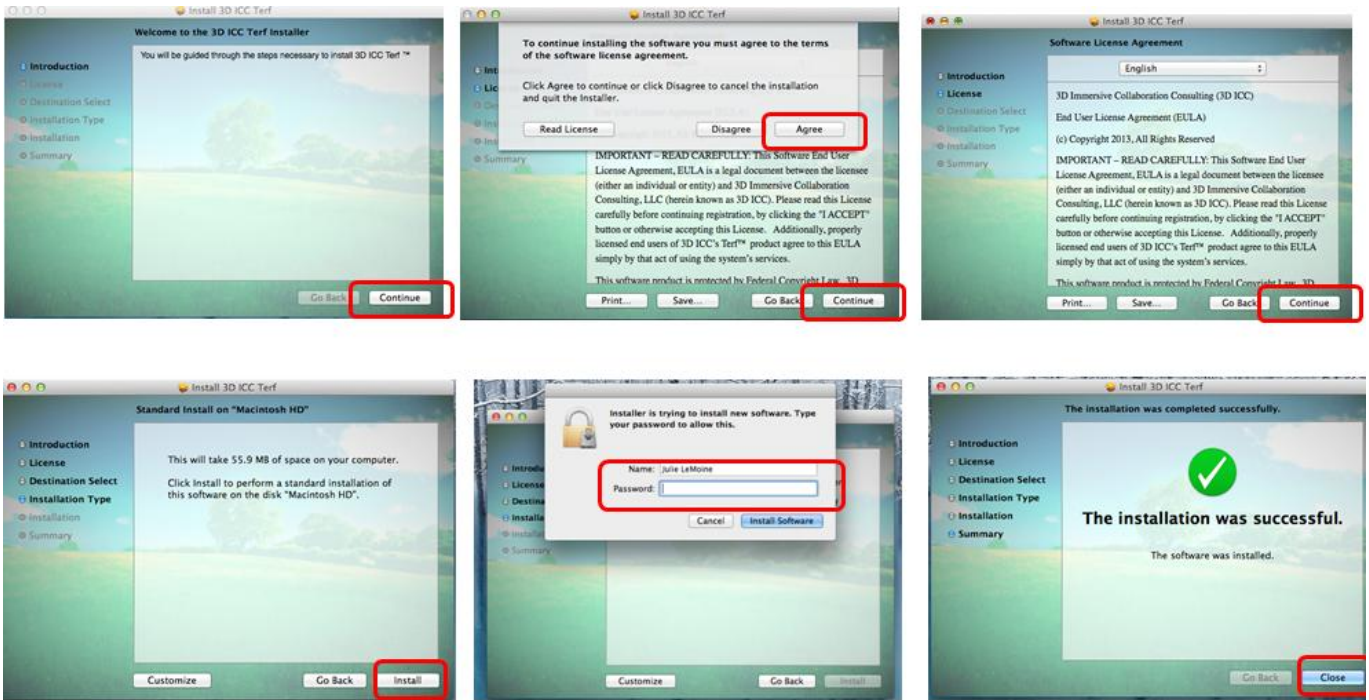
3. Clicking on the Mac icon on Terf.3dicc.com/client/ page above will start the download of the Terf client to your Apple. When it is finished, drag the installer from your downloads folder to your applications folder. Hold the ctrl key down and select Open to bypass the undefined developer warning.

After you download is finished,
open your downloads

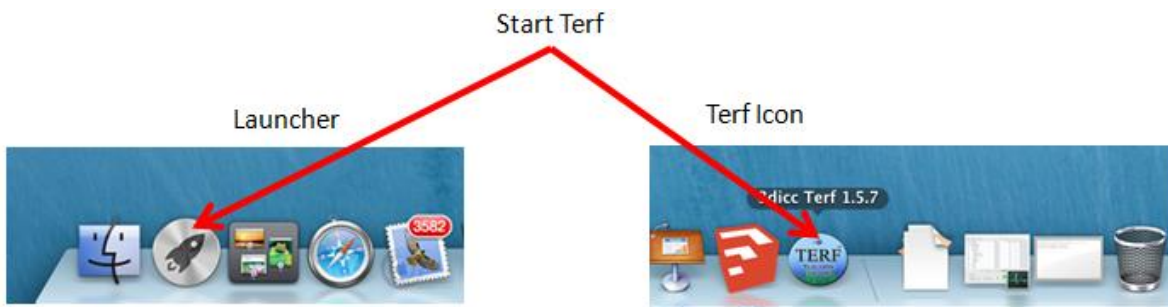


Click the
3DICCterfinstall.
mpkg

4. This is what the install process will look like on the MAC, we have circled in Red what you should click:



5. Once the Terf™ Install is completed, use your program launcher to start Terf™. To keep the Terf on the Docking bar ctrl click the Terf icon on the docking bar, select Options > Keep in Dock.





Step 3, Login & Step on to Terf™

By now you should have

- Checked that your Apple meets the minimum requirements
- Installed the Terf™ client/plugin
- You also need to have a USB headset or are in a setting where a nice USB speaker phone is used for the room (such as a Polycom 100). This page walks you thru your initial Login

If you have done this or your IT has done this for you then, you are going for login once you get your User ID (UID) and Password (PW). This data will either be given to you by your project leader or IT or you will have received an automated welcome email from the system with your UID and PW.

NOTE: The welcome email with your UID & PW come from support@3dicc.com So... before you say you didn't receive it, check your spam folder. The system is very reliable ;-)

OK once you get your UID and PW you can log in for the 1st time as follows:

For regular Apple Clients it will look like this (we'll show browser next)

1. Click the Terf™ Icon (Bug)



2. Enter your Login data
Your UID = your email



- From the Lobby, click the Forum/Room to enter so it is highlighted
- Hit the Enter Forum button



Now you will be on Immersive Terf™. To move, use your arrow keys and there are help menus and how to video tutorials in the HowTo Forum if you have one. But for your first move, you may want to reset your PW. At the top of the window, find the Extras menu and pick Change Password.

Welcome aboard!

For Safari Browser Clients, Login looks like this

- Open a browser and go to terf.3dicc.com and enter your UID and PW, then hit the Send button



REMINDER: You may have to enable Terf as a Pop Up!

- If you are set to No PopUs, you MUST enable PopUps for Terf™ to use it with the browser. If you can't use the regular client. BTW, you can enable PopUs just for Terf™, don't enable them for everything or you may get a buch of PopUp spam!! Speak to your IT if needed.

3. Select the Organization to enter by clicking on it – you may have only 1 as a new user

terf.3dicc.com






Host: terf.3dicc.com

Click The Org To Enter

Organizations

- 3D ICC Demos**
- 3D ICC Planning
- 3D ICC Warehouse
- 3dicc
- 3dicc Engineering
- AIA Demos
- AMP
- ASU LES
- ATKPAS
- Agile Dimensions LLC
- Asurion

Recent Activity

Item	Action	User	Date (UTC)
 julie in 3D ICC Demos/Awards Theater	User Last Entry	julie	2014-03-10T11:28:18-04:00
 Ron in 3dicc	User Login	Ron	2014-03-10T11:28:50-04:00
 Collaboration Room - SEIS770 Team 1 in U of ST and SP	Forum Saved	ZELE0649	2014-03-10T10:19:39-04:00
 ZELE0649 in U of ST and SP/Collaboration Room - SEIS770 Team 1	User Last Entry	ZELE0649	2014-03-10T10:16:51-04:00
 donbstuart in Oklahoma Innovations/Training	User Last	donbstuart	2014-03-10T09:05:58-04:00

5. Now you are in the lobby of the Organization you picked, select the Forum/Room you want to enter

terf.3dicc.com > 3D ICC Demos

Click To Enter Forum/Room

Organization: 3D ICC Demos






Organization Lobby

[Enter organization lobby](#)

Forums

- Awards Theater**
- Collab Center
- Conference Meeting Ctr
- Construction Site
- Cozy Team

Recent Activity

Item	Action	User	Date (UTC)
 julie in Awards Theater	User Last Entry	julie	2014-03-10 11:28:18-04:00
 Welcome Center	Forum Saved	(auto)	2014-03-06 17:55:13-04:00
 Training Compound	Forum Saved	(auto)	2014-02-28 14:39:49-04:00
 3D ICC Edu Support in Training Compound	Document Save	julie	2014-02-28 14:39:49-04:00
 Recorded Session-2014-02-28-1315-01.mp4 in Training Compound	Document Add	julie	2014-02-28 14:16:54-04:00

- Click the image of the room and you will be put on that Immersive Terf™ with the other users and be able to meet and interact with them.


terf.3dicc.com > 3D ICC Demos > Awards Theater

Click Image to Enter Forum/Room

Forum: Awards Theater

Recent View






Click image to enter



To copy this **Landmark Link** for embedding link in email, IM, or calendar, just right click picture.

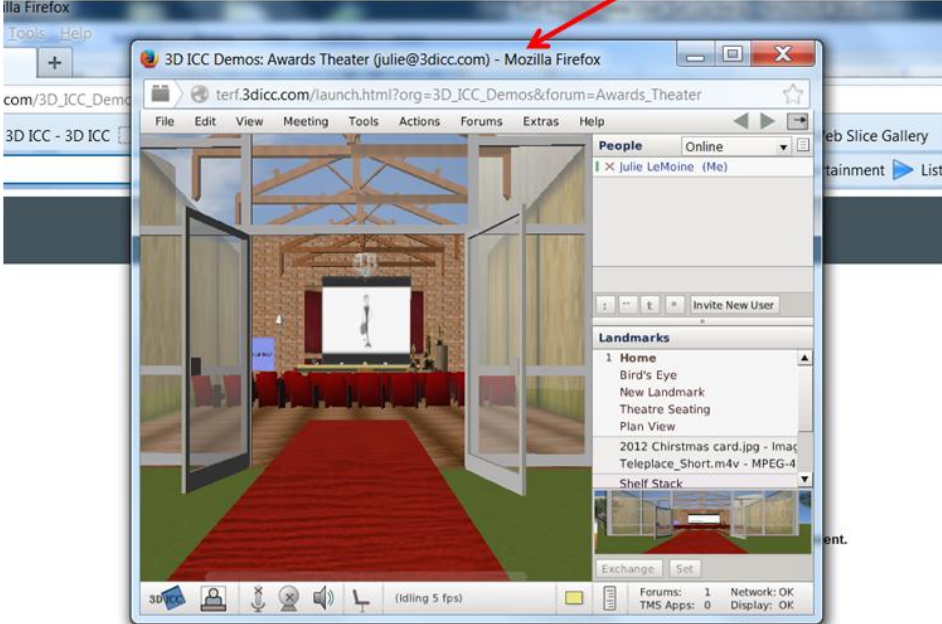
Upload a File

Recent Activity

Item	Action	User	Date (UTC)
 julie	User Last Entry	julie	2014-03-10 11:28:18-04:00
 Awards Theater	Forum Saved	(auto)	2014-02-23 19:48:16-04:00
 Teleplace_Short.m4v	Document Save	james	2014-02-23 19:48:16-04:00
 james	User Last Entry	james	2014-02-23 19:38:37-04:00
 Final Teaching on Immersive Terf for Sept 2013 by LeMoine & Burns	Document Save	julie	2014-02-11 12:45:31-04:00

- Terf™ will launch a new browser window (a PopUp) that is your Terf™ . It will look something like this (Firefox Browser shown below)

The new PopUp Window is your Terf™



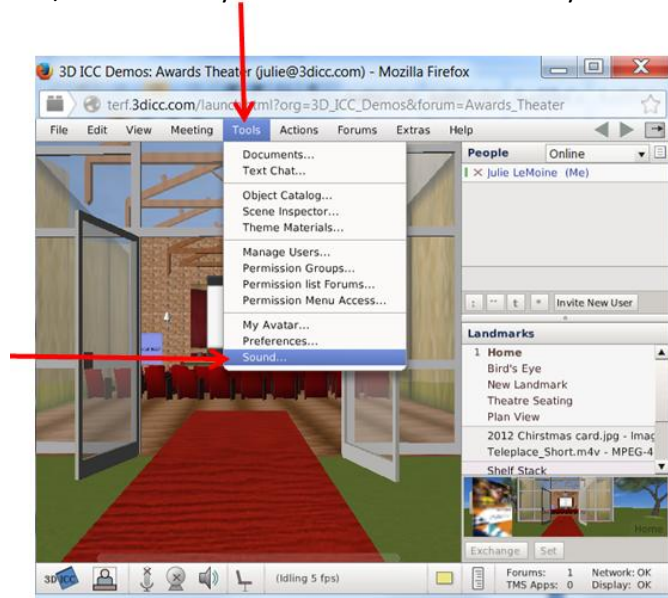
Now you will be on Immersive Terf™. To move, use your arrow keys and there are help menus and how to video tutorials in the HowTo Forum if you have one. But for your first move, you may want to reset your PW. At the top of the window, find the Extras menu and pick Change Password.

How to Set Your Sound

There are how-to movies and other guides but the 1 thing users need to do once they arrive in Terf™ is get their sound working. So, to save time here is a quick how to set you your sound.

1. Plug in your USB Headset, make sure your sound is turned up on your computer
2. Login to Terf, enter all the way into a forum/room where you can move and walk with your arrow keys, etc.
3. Under the Tools → Sound

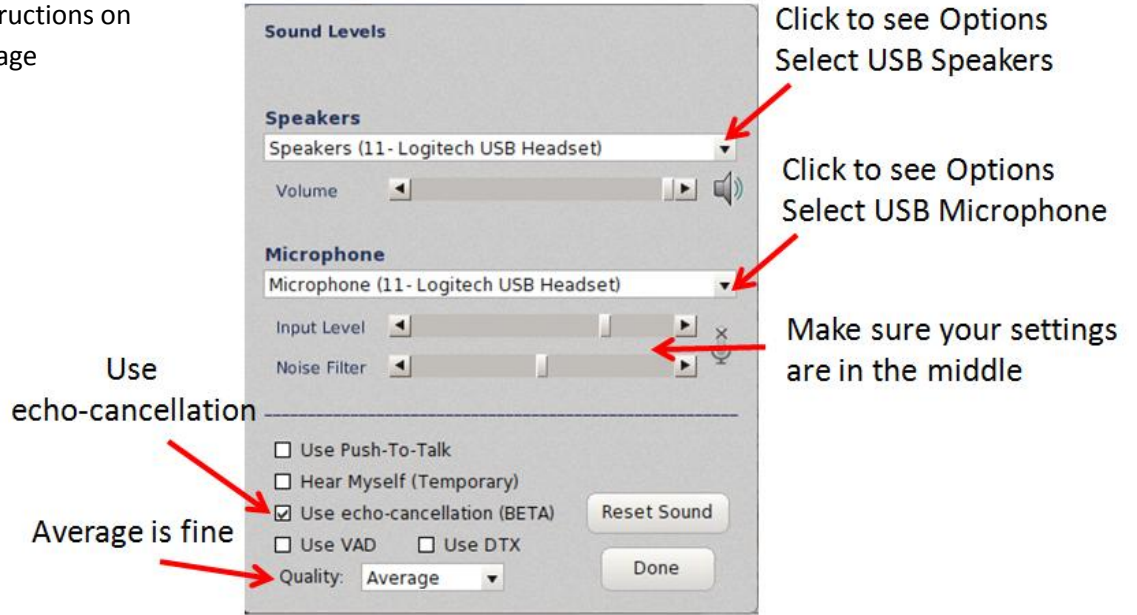
OR



Open Sound via a right mouse on the microphone

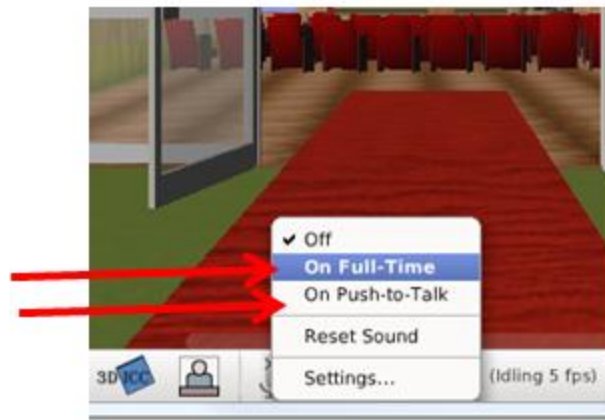


4. Follow instructions on the this image



5. Using Sound: Notice that the microphone has an X thru it. This means which your microphone is **OFF**. To be heard, speak with others either double click on the microphone at the bottom of the client as shown or right mouse on the microphone.

If you right mouse and open the options, you will see that you can select Off, On Full-Time or On Push-to-talk . This is how you open your microphone. For users who do not have headsets, be sure and use Push-to-talk. To talk when using Push-to-talk, hold down the control key to speak.





Step 5, Optimizing Terf™ Performance



The following are a list easy things you can do to enhance Terf™ performance on your computer and are all able to be done before or just as you are logging in to Terf™

The Easy Stuff – No Brainers

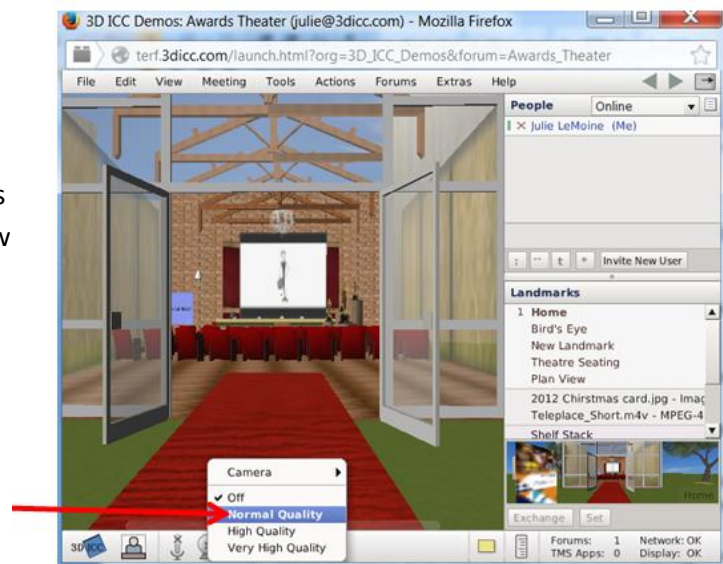
- Ensure you have the minimum required computer set up to support Terf™ and updated graphics drivers.
- Turn off Microsoft Outlook - it really uses a lot of your computer's processing power, turn it off if you can
- Turn off other intensive software – such as Adobe Photoshop, Camtasia, or others. Again these really do use up your computer's processing power and will make any other application run slower, even Terf™
- Shrink the size of your Terf™ window – for those with big monitors, your poor computer has to chug and chug to put the graphics up there on that big monitor, it's a lot of work, reduce the window size and you will gain improved performance
- Check your computers fan – if it is dusty, clean it out. Your computer can't do anything well if its fan is full of dust and not cooling.

The above can all be easily done and could be critically important for you if you are on a lower end computers and/or do not a great network connection.

Settings within Terf™

Your Camera and live video

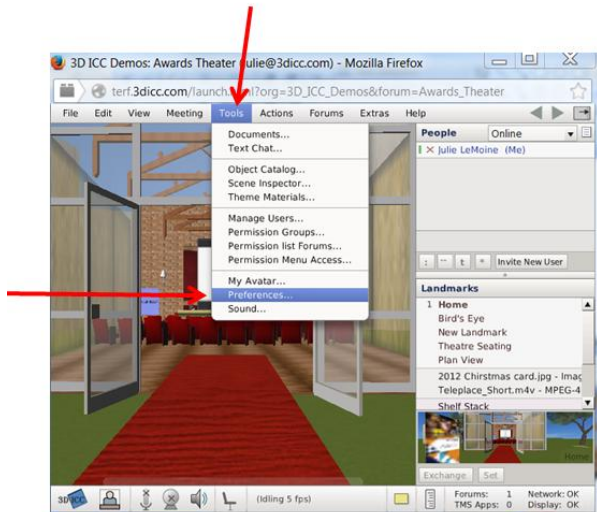
- If you don't need to share your video, don't.
- If you are sharing live video, unless you are on a great network with heterogeneously high powered computers – set it to normal quality as shown below



Your Preference Settings

Also within Terf, you can improve performance, especially when working with larger objects such as CAD files, use the **Tools** Menu, select **Preferences** and go to the Preferences Tab and do the following:

- Set your View Angle to Normal
- Disable Anti-aliasing
- Disable Use Accelerated Animation (shader)



The Not-so-Easy

If you want to improve your performance further you can do a few more things.

- **Note about Network Access:** If you have internet access from someone like Comcast, chances are you pay for something like “25 down, 10 up” These are in GBs. The 500 Kbps needed for Terf™ listed above is equal to 0.5 GB, that is right... you have enough or should working most locations. However, in hotspots or Wi-Fi areas where like cafeterias or Coffee Shops or Conferences, where you share bandwidth with so many, you actually may not have enough. Get yourself to a good solid networking location... this is after all 3D, Voice, Video, Images, Co-create, whiteboards... all live with other users. You need a real network connection.

We have also worked with customers who have cable modems with built in Wi-Fi routers plus their own stand alone Wi-Fi routers. In rare cases we have found customers where these components fight each other, thus reducing their bandwidth. You should address this with your Internet access provider.

- Get yourself a better Computer ;-)