



## BRISBANE ASTRONOMICAL SOCIETY DISCORD SERVER

Welcome to the **Brisbane Astronomical Society (BAS) Discord server!**

Discord is a communication platform that allows users to interact via text, voice, and video. Servers are structured with 'channels' to keep discussions organized by topic, and roles control access and permissions.

This server is designed to bring our members closer together, fostering **collaboration, teamwork, and shared learning** in the exciting world of astronomy. Whether you're a seasoned astronomer or just starting your journey among the stars, this platform provides a space to **exchange ideas, share observations and astrophotography, discuss upcoming events, and seek advice from fellow enthusiasts.**

Beyond our local community, Discord will also allow us to **engage with a wider network of astronomy lovers**, expanding our knowledge and passion for the cosmos. We encourage everyone to participate, connect, and make the most of this digital observatory.

Clear skies and happy stargazing! ✨🔭

Dean Stewart

BAS Secretary

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# HOW TO JOIN

## STEP 1

**COPY** the BAS Discord **Invite Link**: <https://discord.gg/rd4SapyfWD>

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## STEP 2

### On PC (Windows/Mac)

1. **Download the Discord App** – Download and Launch the Discord App from the App Store (preferred), or join via your browser without downloading the app - go to [discord.com](https://discord.com) and log in from a browser.
2. **Click the "+" Button** – On the left sidebar, click the + icon labelled "Add a Server."
3. **Select "Join a Server"** – A pop-up will appear, **Click "Join a Server"** at the bottom.
4. **Paste the Invite Link from Step1** – Enter the invite link into the provided box and click **Join**.


### On Mobile (iOS/Android)

1. **Download and Open the Discord App** – Ensure you are logged in.
  2. **Tap the "☰" Menu** – Located at the top-left corner.
  3. **Tap the "+" Icon** – This is where you add a new server.
  4. **Select "Join a Server"** – Instead of creating a server, **choose to join a server**.
  5. **Paste the Invite Link from Step1** – Paste / Enter the invite link and tap **Join**.
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## STEP 3

### Accept the Server Rules

to gain access to the Public Area, then request Member Permission to access the Members Area

- **Accept Rules & Roles** –click on the **rules** channel on the left.  
Read the rules and accept by clicking the Green Tick  to unlock access to the public channels. This will provide you the **Astro Enthusiasts Role**.

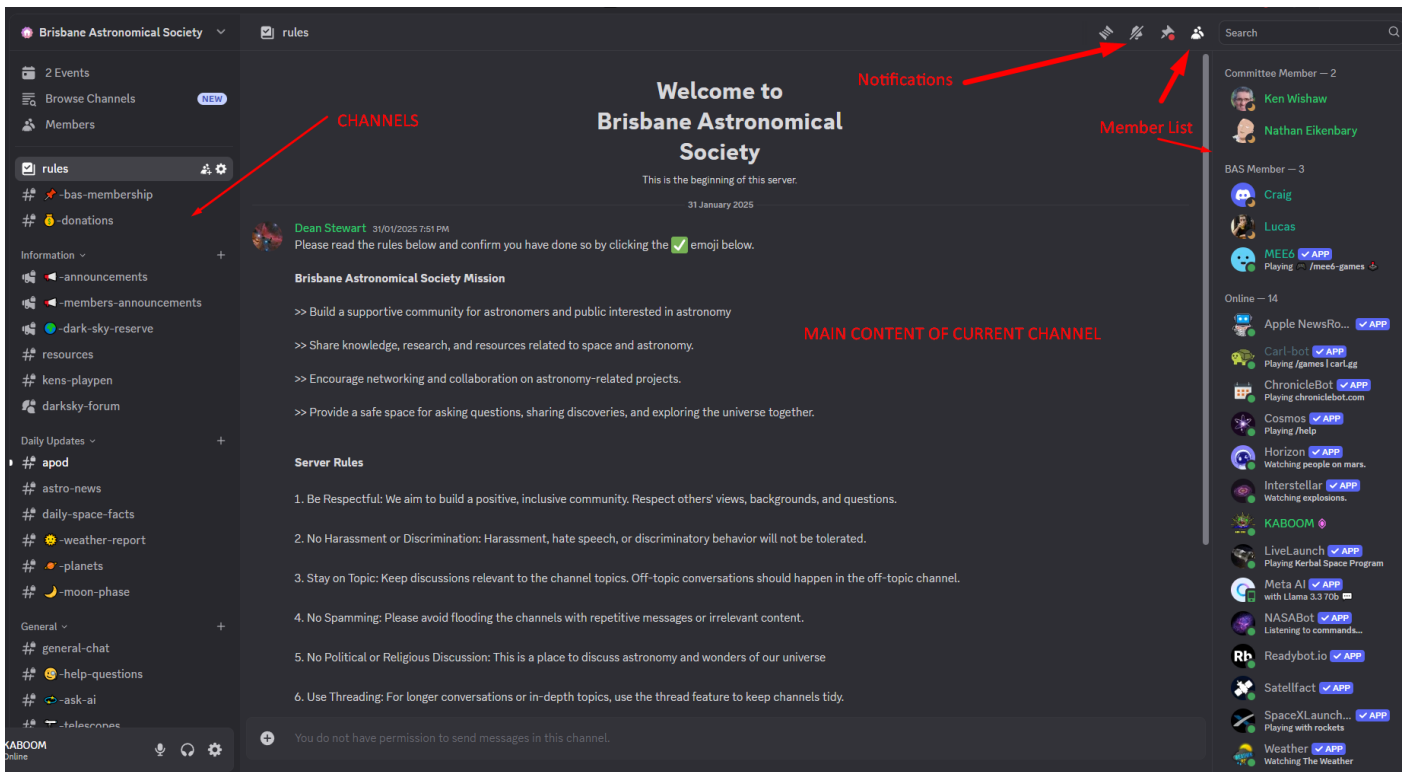
## STEP 4

### Access the BAS Members Section

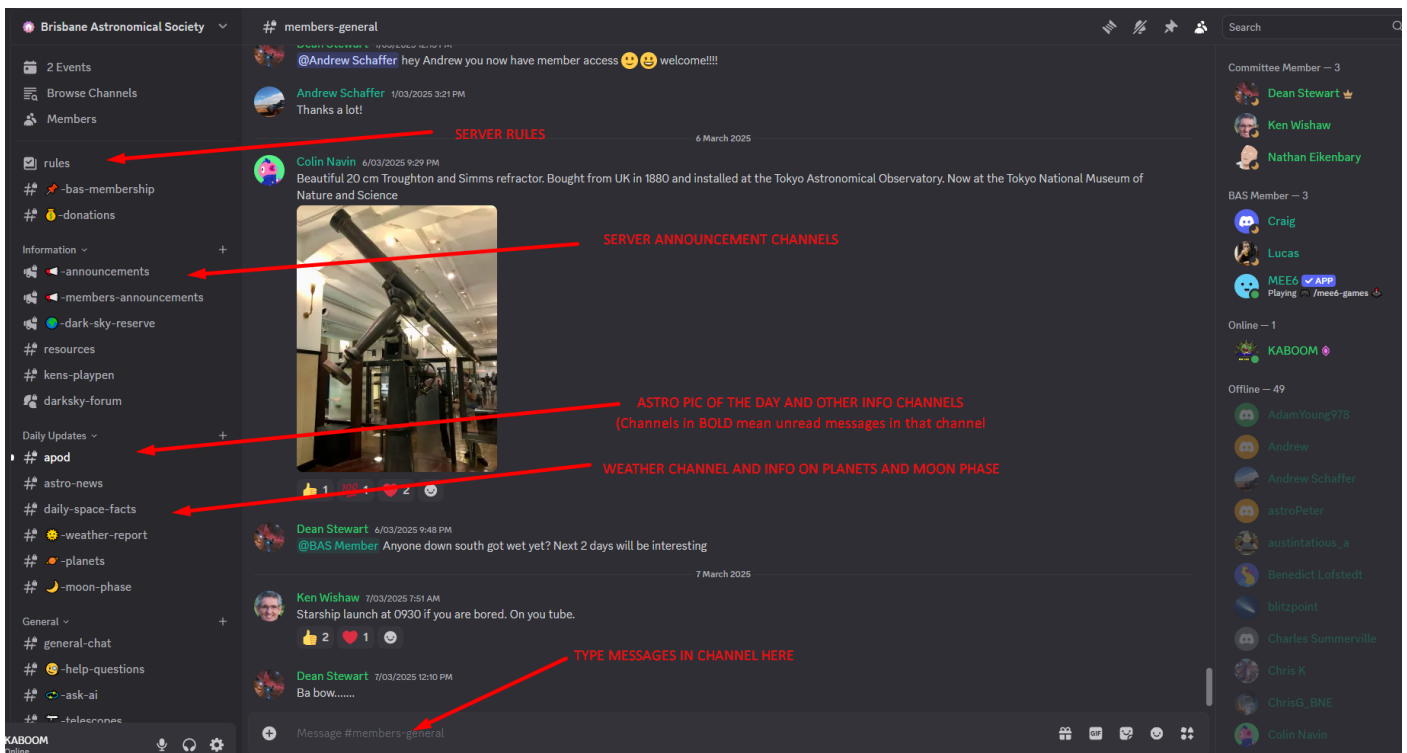
1. If you are a BAS Member – you need a **BAS Member Role** to access the member section.
2. After you enter the public section, click on the **#help-questions** channel and message with your **full name** to request access to the Members Section. We will then confirm you are a member and assign you the **BAS Members Role**. You will then see the **Members Only** Section.

# Screenshots (PC)

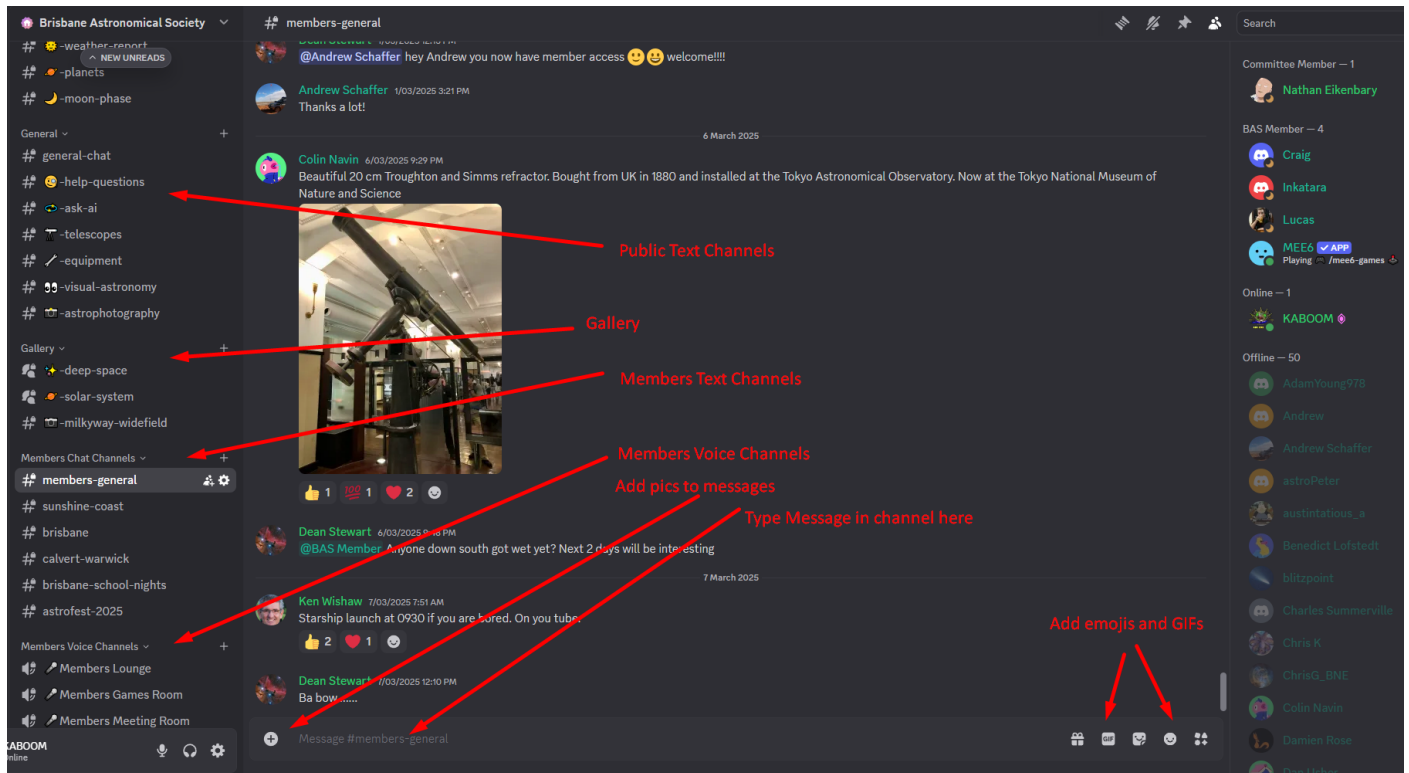
## Server Layout



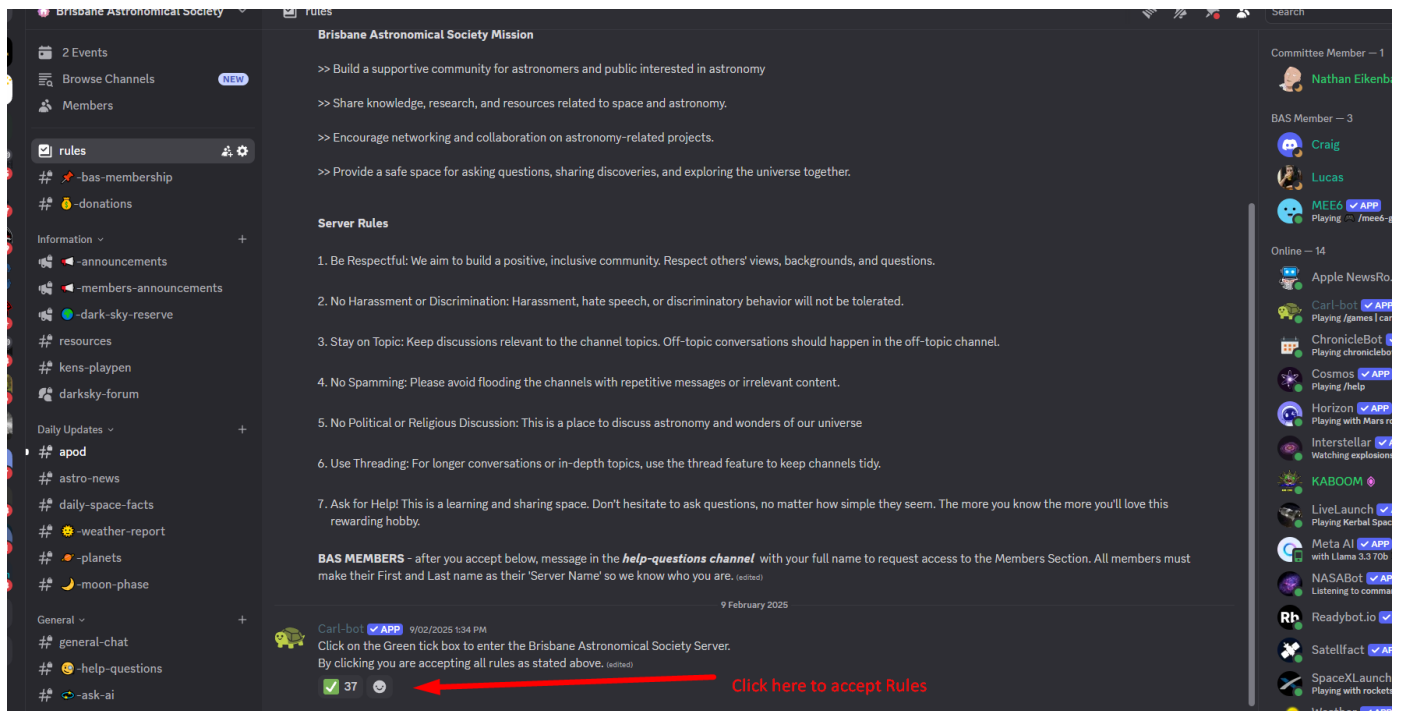
## Channels



## Channels Cnt'd



## Accept Rules



# Roles & Permissions

## Roles & Permissions

- **Roles** define user permissions within the server, including access to specific channels and content.
  - Example:
    - Upon entering the BAS Server, users receive a **Guest Role**.
      - Only the Rules Section is visible to **Guest Role**
    - After accepting the Rules (by clicking the green tick at the bottom of the Rules Channel) you are given the **Astro Enthusiast Role**, this gives access to the public channels in the server.
    - The **BAS Member Role** (provided to BAS members) unlocks member-exclusive channels, only visible to Members.
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## Types of Channels

A **Discord server** is a community space where members can chat and share content separated into 'channels'.

**Channels** organize discussions into separate topics, ensuring conversations remain relevant.

- Example: The Brisbane group has its own channel, preventing overlap with discussions in the Sunshine Coast channel.
- Visual Astronomy has its own channel separate from Astrophotography, and so on.

## Text Channels

- Function like group chats by text messaging in different channels.
- To enter a message in a channel, click the channel name and type in the message box.
- **Unread messages:** A Channel listed in **Bold text** indicates unread messages in that channel.
- To share images and files, click the + sign in the chat bar and attach a file.

## Voice Channels

- Voice channels allow users to join a group conversation similar to Zoom or Teams.
- Members can join anytime and choose to communicate by just voice and/or video.
- Available voice channels:
  - **Members Lounge:** For casual hangouts and chats
  - **Members Meeting Room:** Official BAS meetings.
  - **Gaming Room:** For gaming and playing Discord-integrated games with others.
- **AFK Channel** If inactive in a voice channel for 30+ minutes, Discord moves users to the **AFK Channel** automatically.

## @ Tagging (Alerting/Notifying)

Tagging someone in a Discord channel means mentioning a specific **Member** or **Role** to notify them directly. This is done by typing @ followed by their username/role name. When you tag someone, Discord sends them a notification, and their name is highlighted in the chat.

Use @ to tag specific **users** or groups (defined by **Roles**):

- **No Tag** – the message is displayed as normal in the channel – without a notification
  - **@BAS Member** alerts BAS members about the message in the channel
  - **@everyone** notifies all roles (everybody) about the message in the channel
  - **@username** notifies a specific person about the message in the channel
  - **@here** notifies only members who are online
- To find a member/ role to Tag, type @ in a text channel, this brings up a list of members or Roles to Tag. Either scroll to find the Member or Role, or start typing the name/role – this will filter the list. Once you see your selection, click/tap and the tag will be added to the start of your message.
  - Tagging is not a DM, rather Tagging is useful for grabbing someone's attention, assigning tasks, or directing messages to specific users in a conversation.

## Direct Messages (DM's)

A **DM (Direct Message)** in Discord is a private conversation between you and another user or a small group of users (up to 10 people). Unlike messages in servers, DMs are not visible to anyone except the participants. (Much like texting a friend on your phone).

### How to DM on Discord (PC & Mobile)

#### On PC (Windows/Mac):

1. Click on the **Home** button (Discord logo) in the top left corner and go to the **Friends** tab. or:
2. **Search** for a Member from the list on the top right corner
3. Find the user you want to DM, then click on their **username** or **profile picture**.
4. Click the **Message** button to open a DM chat.

**Alternative Method:** Right-click the Members name and select **Message** to open a DM.

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#### On Mobile (iOS/Android):

1. Tap the **three-line menu** (☰) in the top left.
2. Select the **Direct Messages** tab (speech bubble icon).
3. Tap the **Friends** list and select the user you want to DM.
4. Tap **Message** to start chatting.

#### Alternative Method – Search Bar

- Tap on the **Search Bar** at the top of the screen, select **Members** then search the list and tap on the members profile you wish to DM then tap **Message**.

# Gallery

The **Gallery** has been setup using a Forum Channel in a GRID Layout to display images in each section designed for sharing and showcasing visual content. The gallery has been divided into sections, (we may add more sections later).

- **Deep Space**
- **Solar System**
- **Milky Way-Widefield**

## How to Use the Gallery

- **Click on a Gallery Channel to Enter** – Navigate to the desired section.
- **Use the Search Bar** – Search for images by title or object name (e.g., M45 will bring up any images with "M45" in the title).
- **Filter/Sort by Tags** – Use tags to categorize and find similar images (e.g., Nebulae will show all images tagged as nebulae).
- **Upload an Image** – Click **New Post** to share your work.
- **Tagging Images** – When posting, use appropriate tags (e.g., Galaxy, Mono, Narrowband). This helps others filter and find similar images.
- **File Size Limit** – Images up to **10MB** can be posted.
- **Engage with the Community** – Like, comment, react with emojis, and provide feedback on other members' images. Sharing visuals fosters learning, builds the community, and showcases our passion for the skies.

## Public Images

In the future when we allow the public to join the server, these images will provide a stunning visual experience, We will also have sections for the Public to share their own masterpieces, fostering curiosity and excitement, encouraging more people to join BAS and expand the community.

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## Server Profile Name

In the **BAS Discord server**, all members **must use their first and last name** as their display name so we can easily identify who you are.

Members who do not follow this requirement **may have their BAS Member role removed**, which will restrict access to member-only channels.

To change your name within the server, **right-click on the server name** (or tap the three-dot menu on mobile), go to **"Edit Server Profile"**, and update your **Nickname** to your full name.

This change will only apply to the BAS server and will not affect your global Discord username. Keeping your name accurate ensures smooth communication and access to all member benefits.

# Useful Settings

## Notification Settings

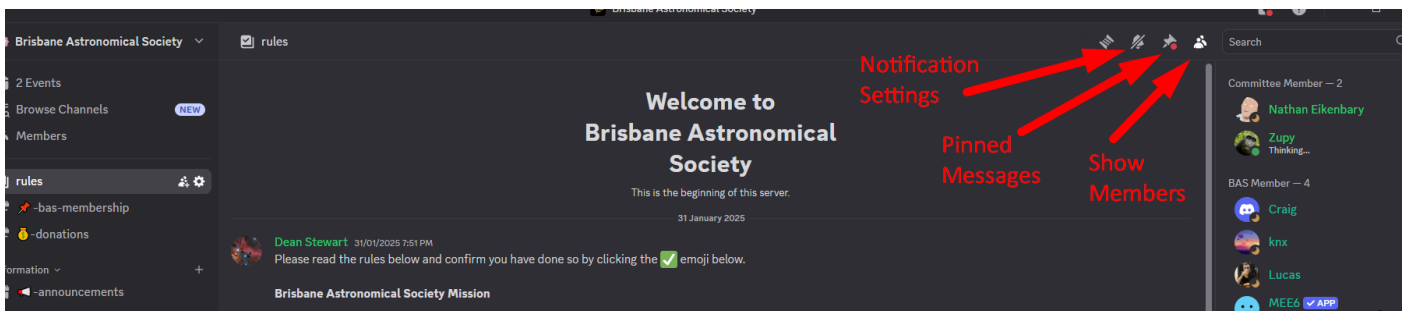
- **PC:** Access to adjust the way Discord sends notifications
- **Mobile:** Tap the Middle **Notifications Icon** at the bottom

## Pinned Messages


Shows Pinned messages in each channel. Pinned messages are highlighted messages and may contain important information in that specific channel

## Show Members

- **PC:** (Screenshot) Shows a list of Members on the righthand side of the screen
- **Mobile:** Tap on the **Search** bar at the Top and select **Members**



# User Settings


Access **User Settings** by clicking on the  **gear icon (bottom left on PC)** or tap your Profile on **mobile** (bottom right).

## Managing Voice & Video Settings


### Muting Microphone & Controlling Camera

- **To Mute/Unmute Microphone:** Click the microphone icon
- **To Enable/Disable Camera:** Click the video camera icon.
- **To Mute/Unmute your speakers:** Click the headphone icon

### Selecting Audio & Video Devices

- **PC:** Open **User Settings** ( icon).
  - **Mobile:** on the Bottom right click 'You'
1. Navigate to **Voice & Video**.
  2. Choose the correct **Input Device** (microphone) and **Output Device** (speakers/headphones).
  3. Select your camera under **Video Settings** if using video.

## User Settings Overview

- Open **User Settings** ( icon). (On Mobile on the Bottom right click 'You')
- **My Account** – Change username, email, or password.
- **Profiles** – Change your **In Server Name** in the '**Server Profile** Section
- **Privacy & Safety** – Control direct messages and data settings.
- **Voice & Video** – Adjust microphone, speakers, and camera settings.
- **Notifications** – Manage notification preferences.
- **Appearance** – Customize themes and font size.
- **Keybinds** – Assign shortcuts for quick actions.

By adjusting these settings, you can optimize your Discord experience for both voice and video interaction

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## Account Settings

- **Username & Avatar** – Change your display name and profile picture.
  - **Email & Password** – Update your login credentials.
  - **Two-Factor Authentication (2FA)** – Enable 2FA for added security.
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## Privacy & Safety

- **Safe Direct Messaging** – Choose who can DM you (filtering out explicit content).
  - **Who Can Add You as a Friend** – Restrict friend requests to **Everyone, Friends of Friends, or Server Members**.
  - **Data Privacy Controls** – Control what Discord collects about your activity.
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## Appearance & Theme

- **Dark Mode / Light Mode** – Switch between themes.
  - **Message Display** – Choose between **Cozy (spaced-out)** or **Compact (minimalistic)** view.
  - **Font Scaling** – Adjust text size for better readability.
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## Notifications

- **Enable/Disable Desktop Notifications** – Turn on or off pop-up alerts.
  - **Mute Channels/Servers** – Stop receiving unwanted pings.
  - **Notification Sounds** – Customize or disable Discord sounds.
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## Voice & Video

- **Input & Output Device** – Select your microphone and speakers/headset.
  - **Input Sensitivity** – Adjust when Discord picks up your voice.
  - **Echo Cancellation & Noise Suppression** – Improve voice clarity.
  - **Camera Settings** – Configure your webcam for video calls.
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## Keybinds (PC Only)

- Set **custom keyboard shortcuts** for push-to-talk, muting, or switching channels faster.
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