



**Graduate School
of Management**
St. Petersburg University

VR lab:

User Guide

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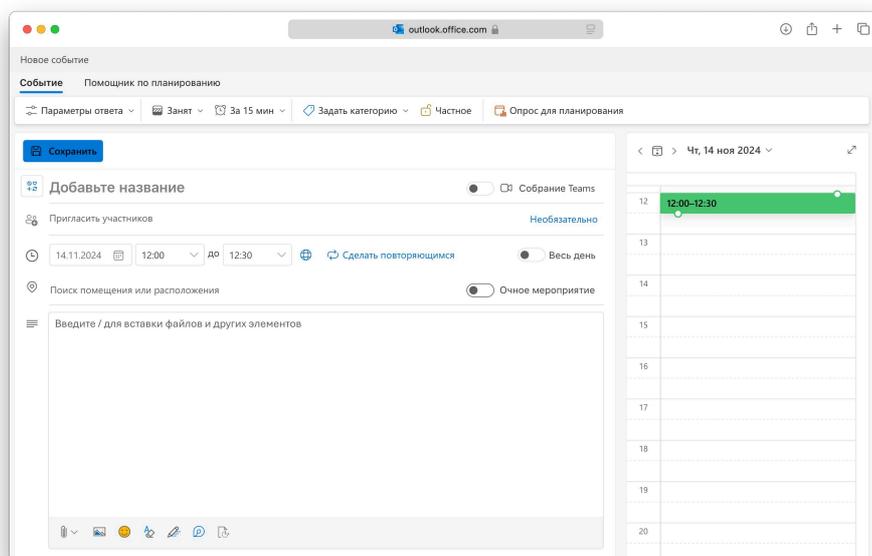
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Booking a Room

Step 1

Follow the link or scan the QR-code on the classroom door.

You will be redirected to the Outlook booking interface.

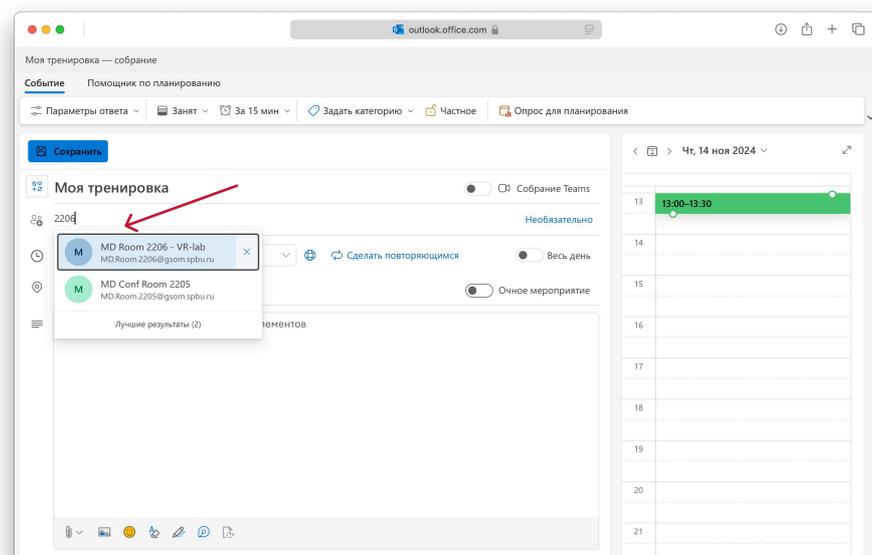


Step 2

To book a training session, you need to enter the room ID in the "Invite participants" field.

VR Lab Mikhailovskaya Dacha:
MD Room 2206 - VR-lab

VR Lab Volkhovsky:
Volkhovskiy Library Conf Room 2



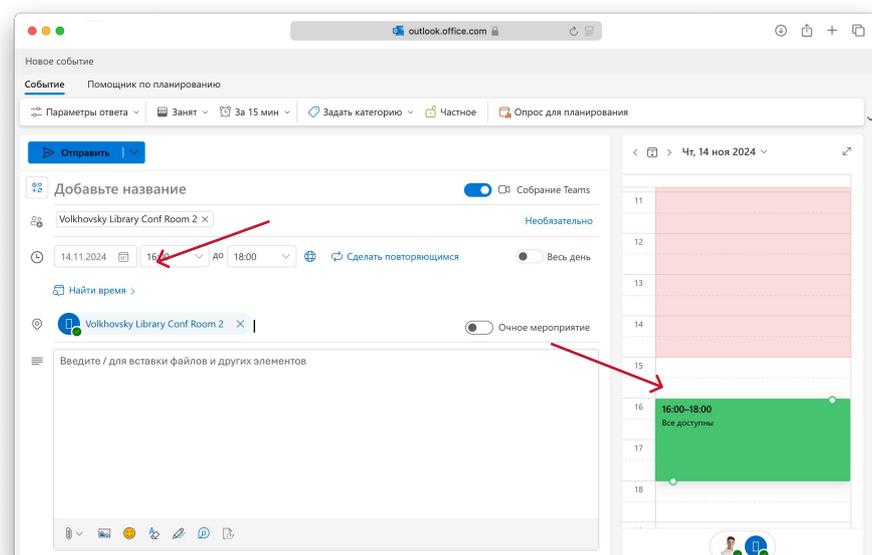
Step 3

Next, you need to select the date and time for the training session. You can do this either on the timeline on the right or in the designated field.

Important:

Red slots on the timeline indicate already booked time slots.

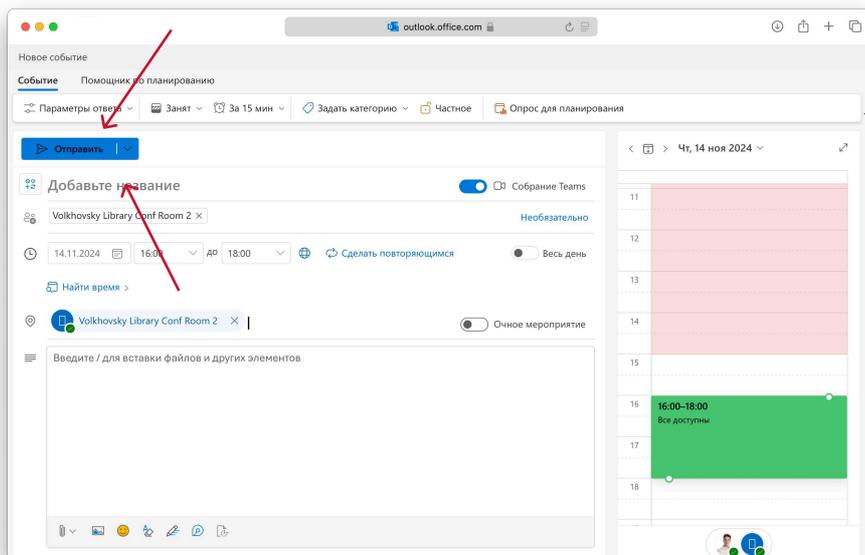
Make sure to select a time slot that appears green, as this means it is available.



Step 4

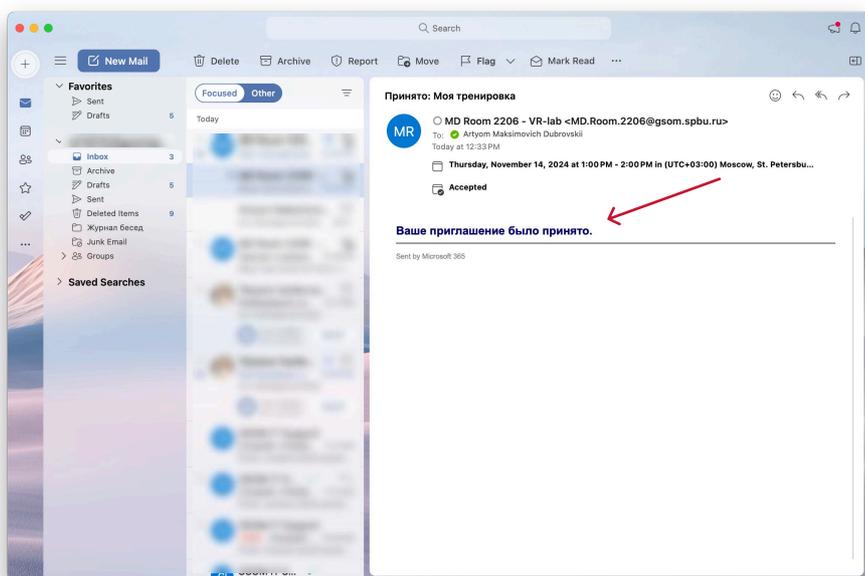
To complete the booking, you need to create a meeting title.

After that, click the "Send" button.



Step 2

The room is considered successfully booked once you receive a confirmation email.



You're all set! Now you can proceed with the training.
How to prepare for the session? Read on!

Working with the VR Headset

Step 1

To turn on the VR headset, press and hold the button on the top of the headset until you hear a beep sound.

Once the signal appears, the headset is ready to use.



Step 2

To ensure a comfortable fit, adjust the headset fasteners properly.

The rear fastener is adjusted using a dial. Avoid moving the fastener without using the dial, as this may damage the attachment.

The top strap can be adjusted using the Velcro strap.



Step 3

To achieve a sharper image, adjust the interpupillary distance (IPD) using the slider located on the bottom of the headset.

Additionally, the volume control buttons are also on the bottom right side of the headset.



Step 4

Connect the controller to your headset:

1. Put on the VR headset.
2. Press and hold the button with the triangle icon on the controller.
3. Once successfully paired, the controller will vibrate, and a pointer beam will appear on the screen.

To confirm actions, aim the joystick at the buttons and press the trigger.



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How to prepare for the session? Read on!



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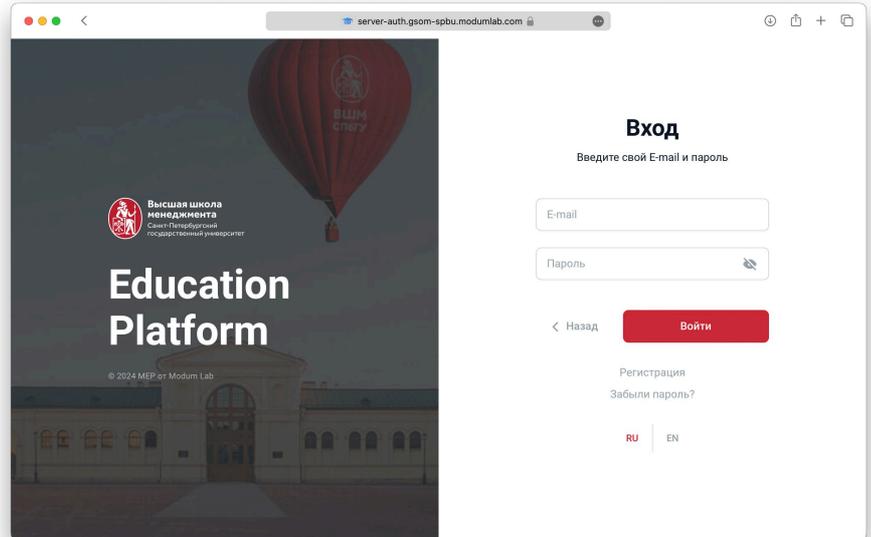
VR lab:

Training: Public Speaking

Step 1

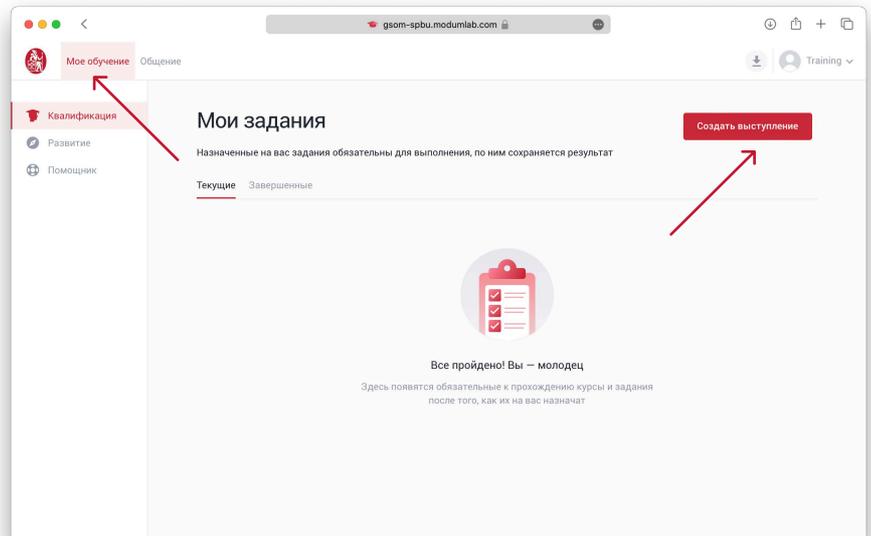
Go to the GSOM Education Platform.

1. Enter email and password.
 - E-mail: training@m.ru
 - Password: 123456
2. Click the "Log In" button.



Step 2

Select the "My Training" tab and click the "Create Presentation" button.

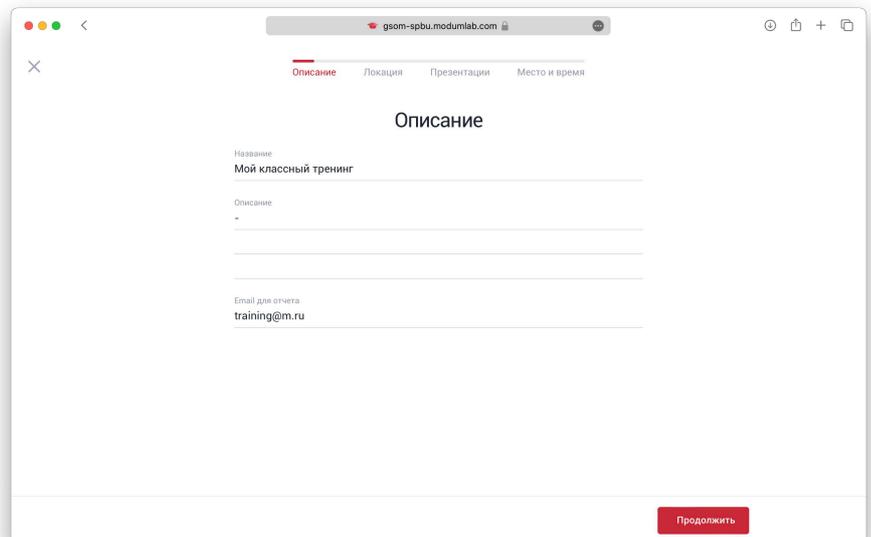


Step 3

To create a presentation, follow these steps:

1. Enter a title – this will help you easily find the simulation in the VR headset.
2. The description field can be left empty – just enter a dash (-) if required.
3. Enter your email to receive the report.

Then, click the "Continue" button.



Step 4

Now, you need to select the location and training type:

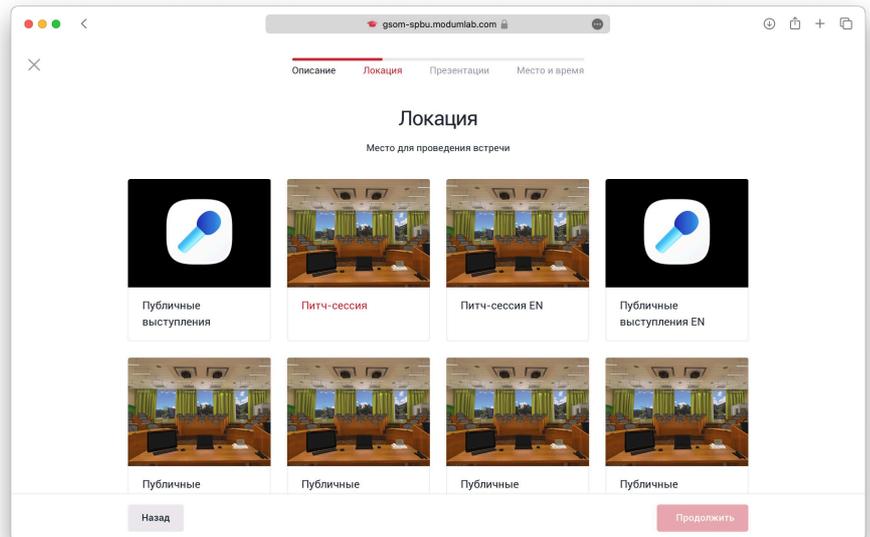
Training Types:

- Public Speaking – no time limit.
- Pitch Session – time-limited mode.

Available Locations:

- Conference Hall
- Hybrid Auditorium (GSOM)

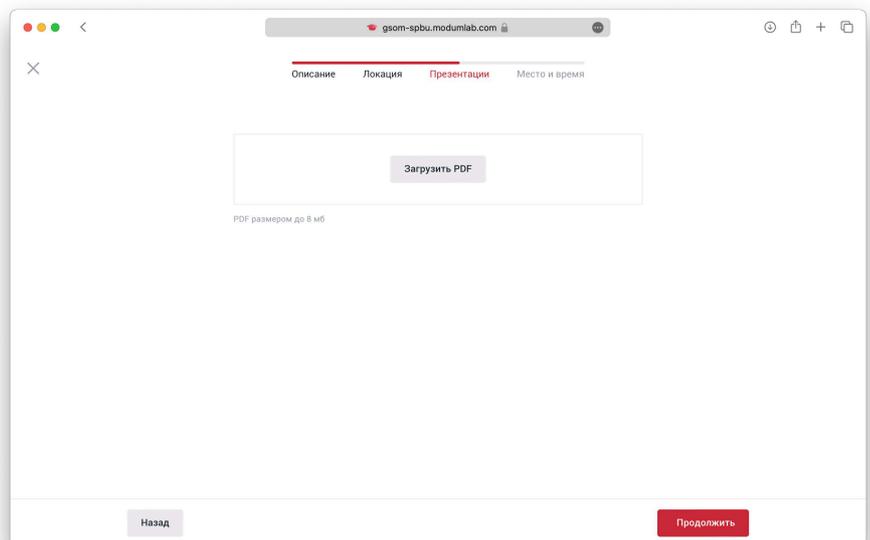
To run the simulation in English, select the card labeled "EN".



Step 5

After selecting the location and training mode, you need to upload your presentation file.

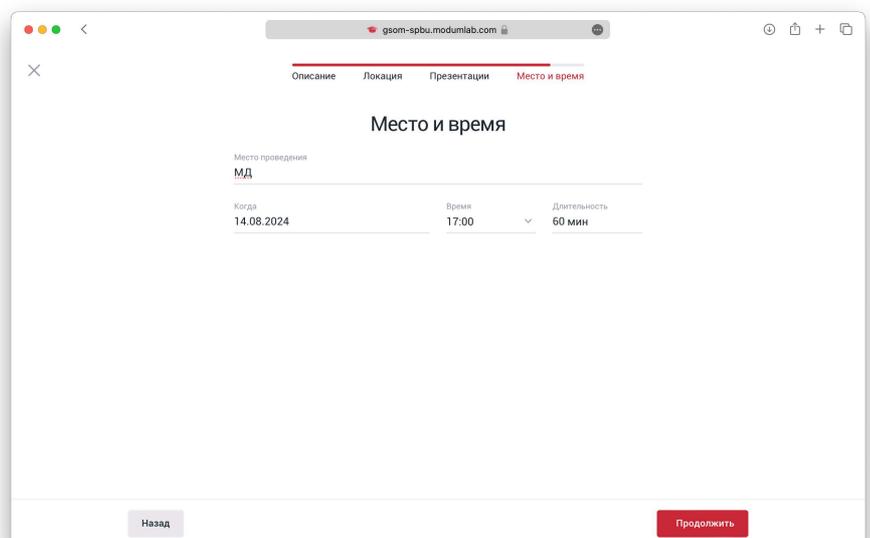
- If you don't have a presentation, simply click "Continue".
- Important: The file must be in PDF format.



Step 6

Next, you need to specify the location and date of the training session.

- In the "Location" field, enter the venue where you're attending the training (e.g., "MD" for Mikhailovskaya Dacha).
- In the "Time" field, enter today's date and your reserved time slot.
- Duration: Minimum 60 minutes.



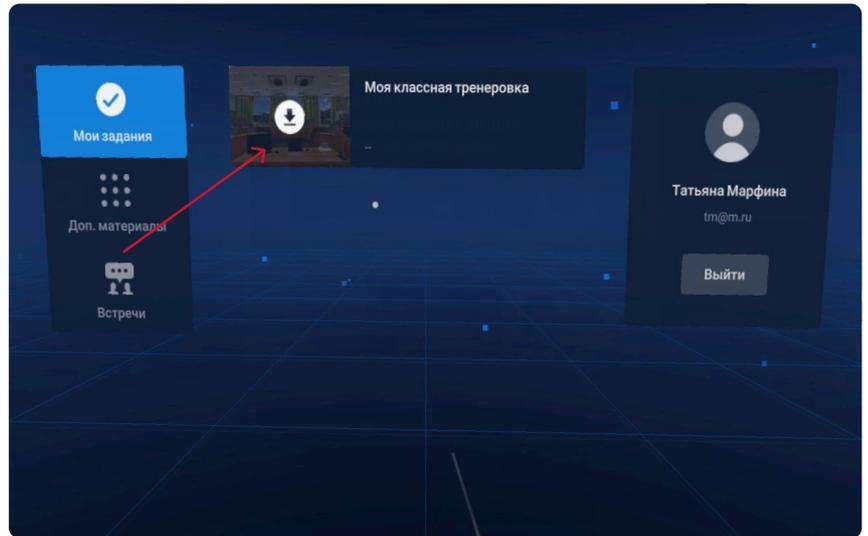
You're all set! Now you can put on the headset.
To learn how to navigate in VR, read on!

Step 7

Once the headset starts, you will see the Launcher GSOM main screen. Your training session will already be available in the "My Tasks" tab.

To start the training:

1. Select your training session.
2. Wait for it to load.
3. Click on the session again to launch the simulation.



Step 8

After entering the simulation, press the "Start Presentation" button to begin your training.

Adjusting Difficulty Level:

- To customize the difficulty, click the center icon.
- There are three difficulty levels:
 - Easy – No distractions.
 - Medium – Some audience reactions.
 - Hard – Unengaged audience and background noises.



Step 9

After pressing the "Start Presentation" button, the audience will begin listening, and a timer will appear at the bottom.

To end the training session, press the "End Presentation" button.

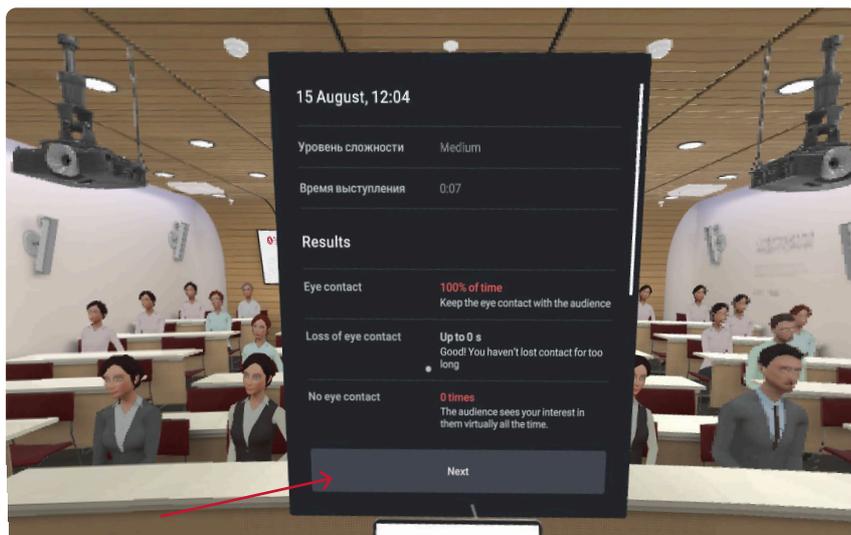


Step 10

After completing the training, a report will appear, allowing you to review your performance results.

The report will also be sent to your email.

To exit, press "Continue".



Step 11

To exit the simulation, press the exit icon.

If you want to try again, press "Start Presentation" once more.



Your training session is complete!

Check your email – your training report should have sent.



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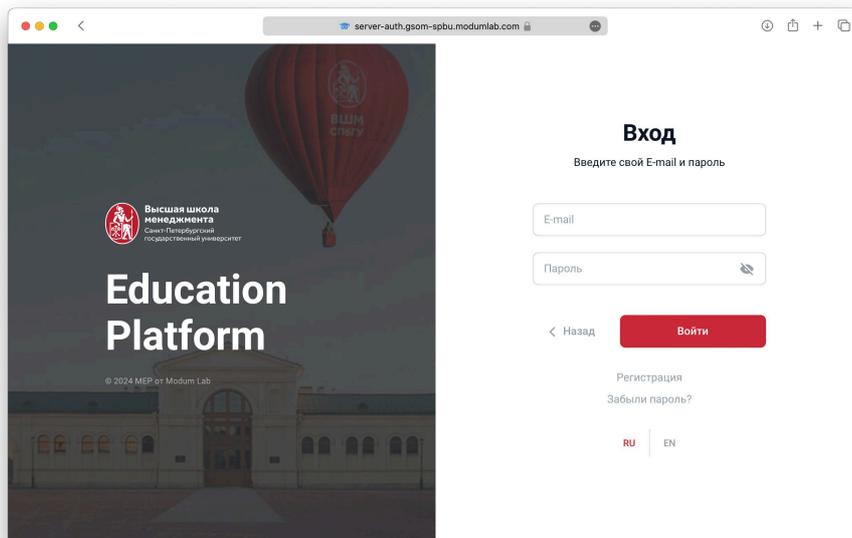
VR lab:

Training: Public Speaking – Pitch Session

Step 1

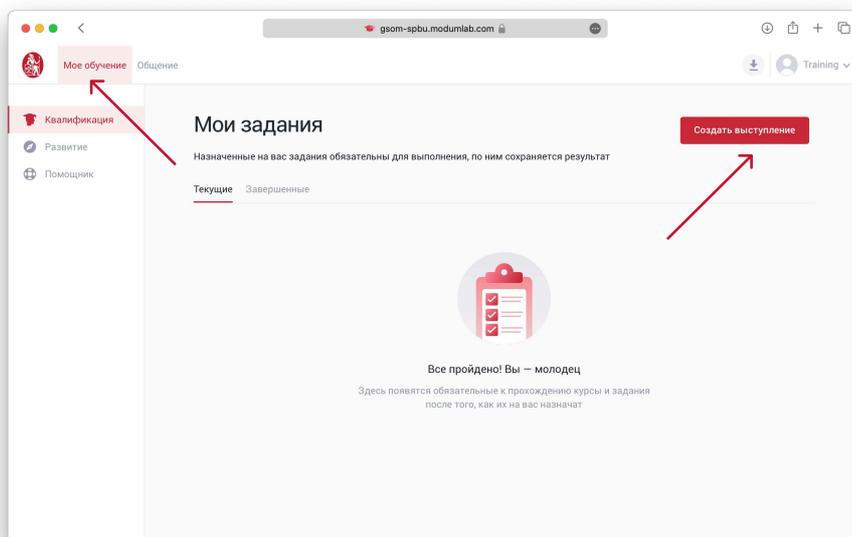
Go to the GSOM Education Platform.

1. Enter email and password.
 - E-mail: training@m.ru
 - Password: 123456
2. Click the "Log In" button.



Step 2

Select the "My Training" tab and click the "Create Presentation" button.

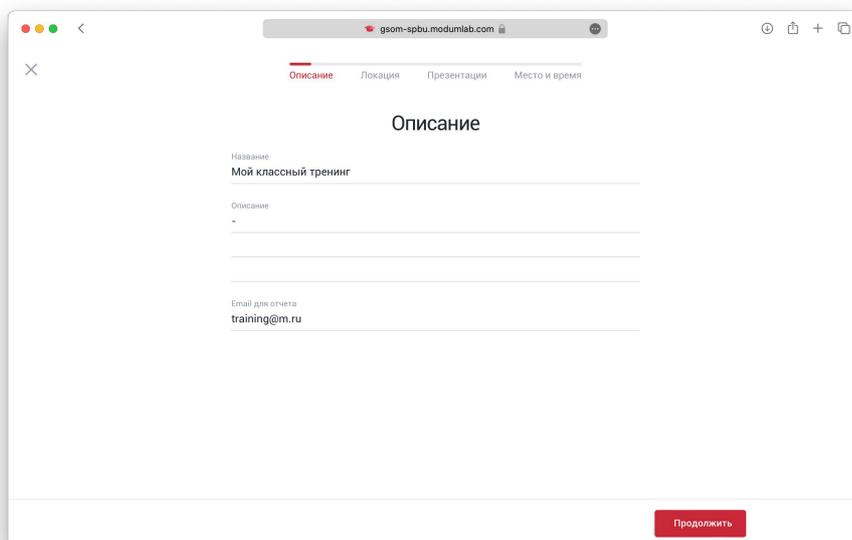


Step 3

To create a presentation, follow these steps:

1. Enter a title – this will help you easily find the simulation in the VR headset.
2. The description field can be left empty – just enter a dash (-) if required.
3. Enter your email to receive the report.

Then, click the "Continue" button.



Step 4

Now, you need to select the location and training type:

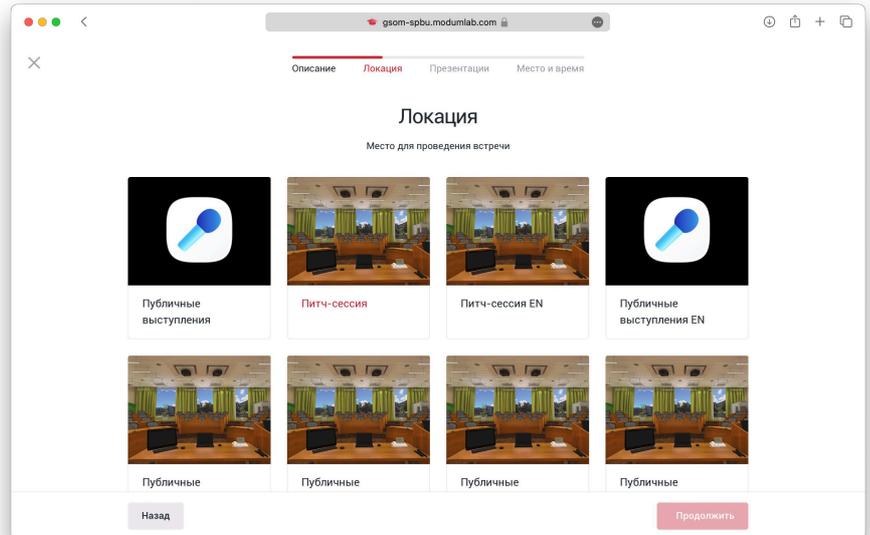
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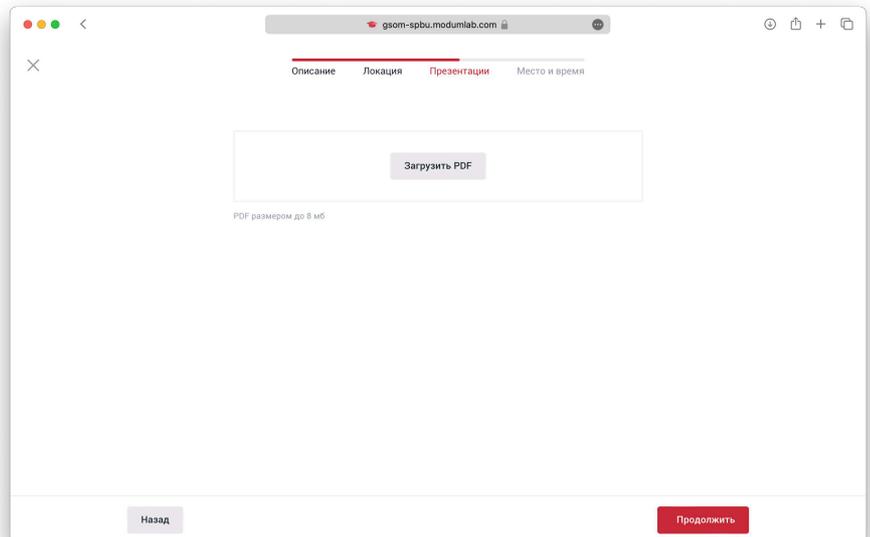
To run the simulation in English, select the card labeled "EN".



Step 5

After selecting the location and training mode, you need to upload your presentation file.

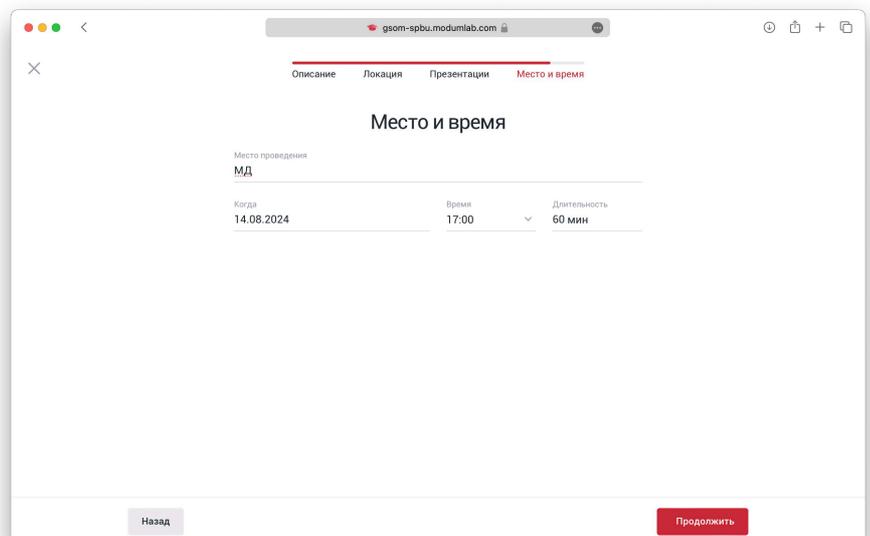
- If you don't have a presentation, simply click "Continue".
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Step 6

Next, you need to specify the location and date of the training session.

- In the "Location" field, enter the venue where you're attending the training (e.g., "MD" for Mikhailovskaya Dacha).
- In the "Time" field, enter today's date and your reserved time slot.
- Duration: Minimum 60 minutes.



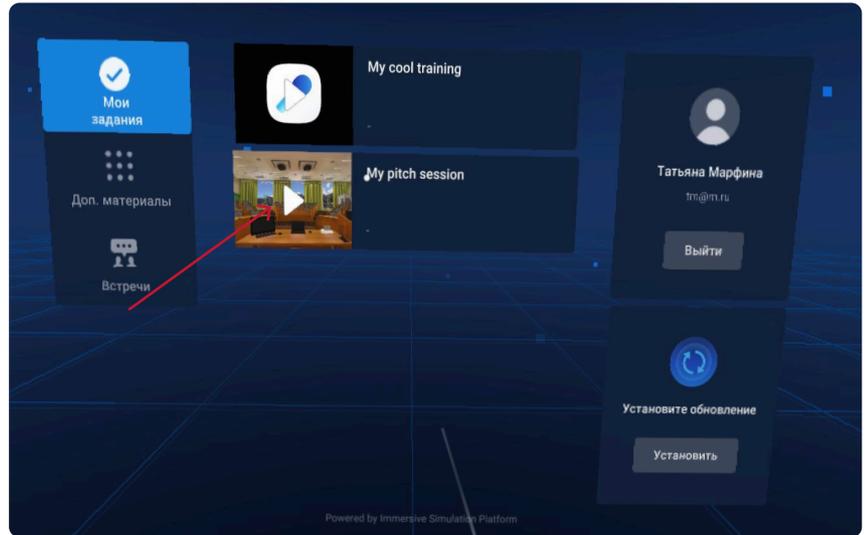
You're all set! Now you can put on the headset.
To learn how to navigate in VR, read on!

Step 1

After launching the GSOM Launcher, you will be taken to the main screen. Your training session will already be available in the "My Tasks" tab.

To start the training:

1. Select your training session.
2. Wait for it to load.
3. Click on the session again to launch the simulation.



Step 2

After entering the simulation, click the "Start Presentation" button to begin your training.

You also need to select the duration of your speech. There are three options available:

- 1 minute
- 3 minutes
- 5 minutes



Step 3

After clicking the "Start Presentation" button, the audience will begin listening, and a timer will appear at the bottom.

To end the training session, press the "End Presentation" button.



Step 4

After completing the training, a report will appear, allowing you to review your performance results.

The report will also be sent to your email.

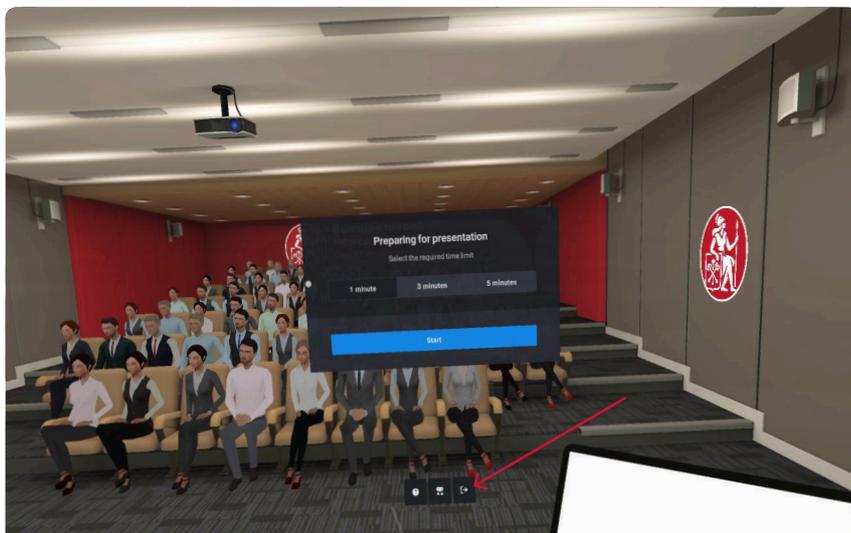
To exit, press "Continue".



Step 5

To exit the simulation, press the exit icon.

If you want to try again, press "Start Presentation" once more.



Your training session is complete!

Check your email – your training report should have arrived



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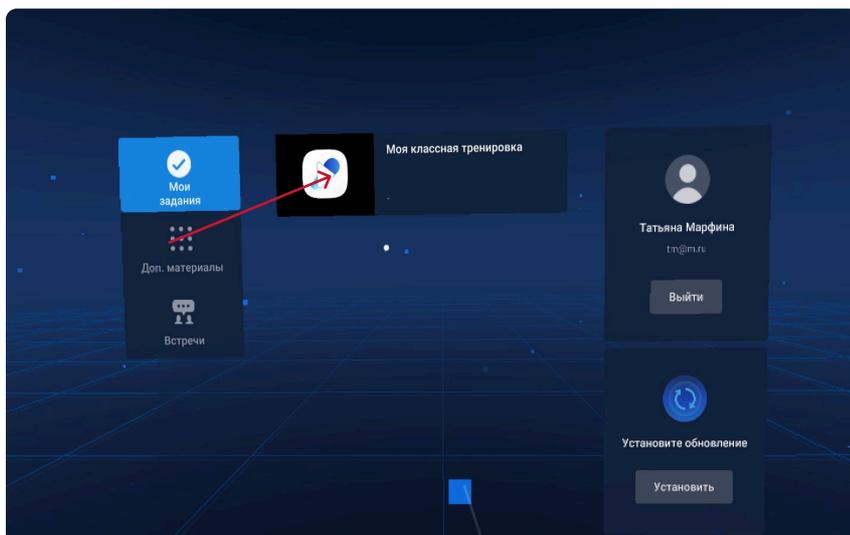
VR lab:

Training: Stress Interview

Step 1

After launching the GSOM Launcher, you will be taken to the main screen.

Go to the "My Tasks" tab, where you will find a folder with your training sessions.



Step 2

Before starting the training, you need to familiarize yourself with the STAR method.

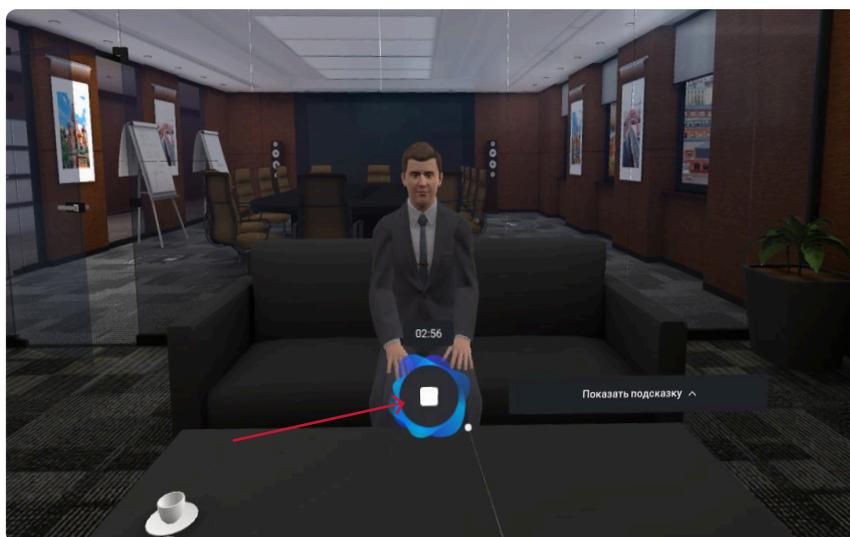
You can find the STAR methodology file on the computer in room 2206. Once you enter the simulation, press the "Start" button to begin.



Step 3

After starting the training, the interviewer will ask you questions, and your response time will be limited.

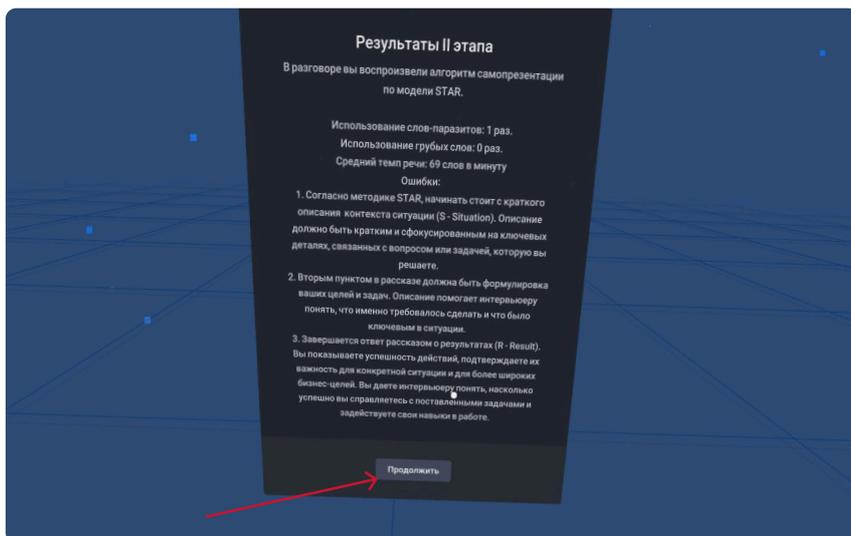
If you finish answering before time runs out, press the circle in the center to move on to the next question.



Step 4

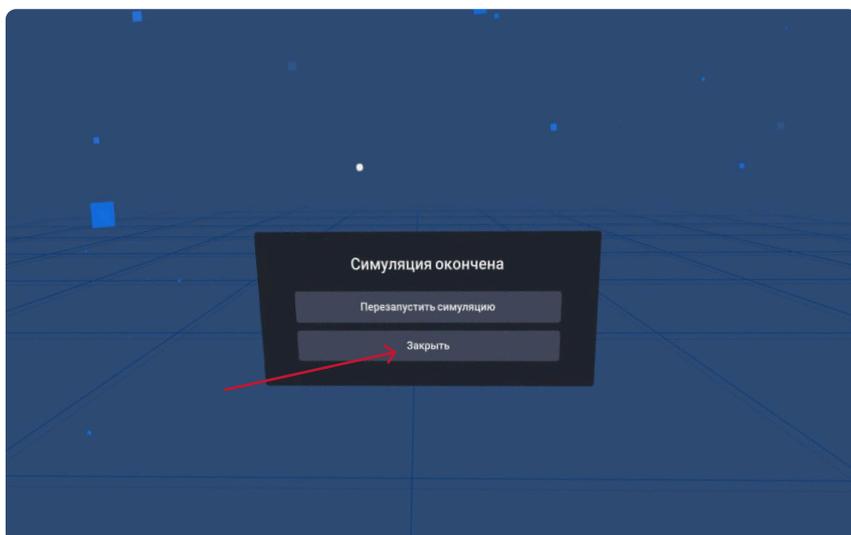
After answering all the questions, you will receive a report.

To continue the training, press "Continue".



Step 5

To continue the training, press "Close", then select the next interview stage from the menu.



Your training session is complete!

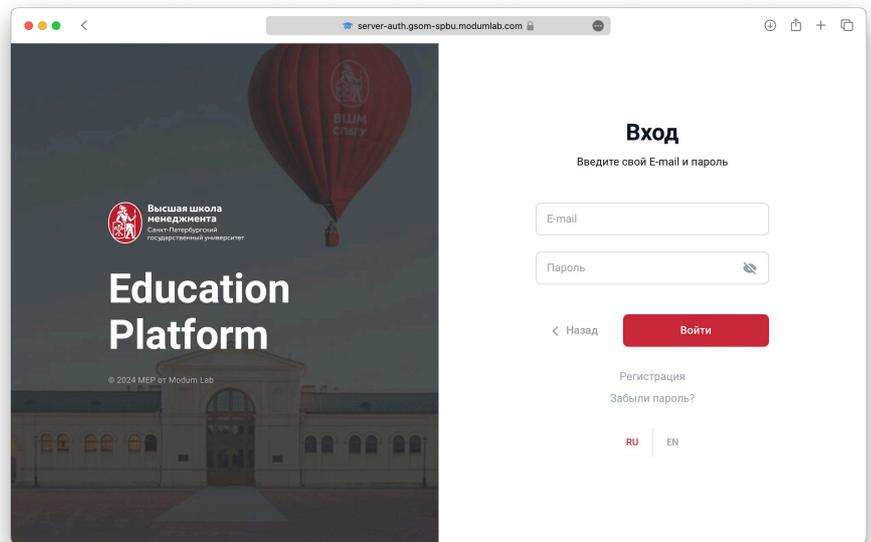
Now, go to the GSOM Education Platform, where your training results are saved.

Training Results

Step 1

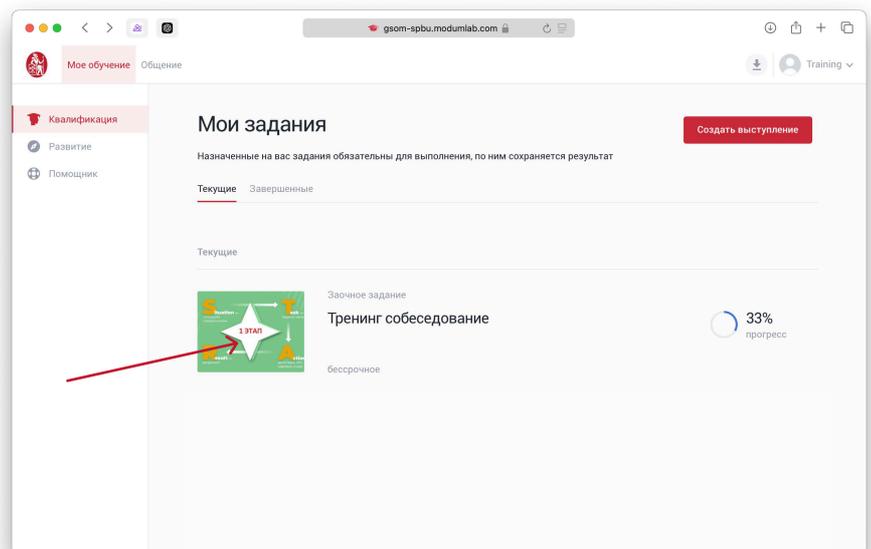
Go to the GSOM Education Platform.

1. Enter your email and password:
 - E-mail: training@m.ru
 - Password: 123456
2. Click the "Log In" button.

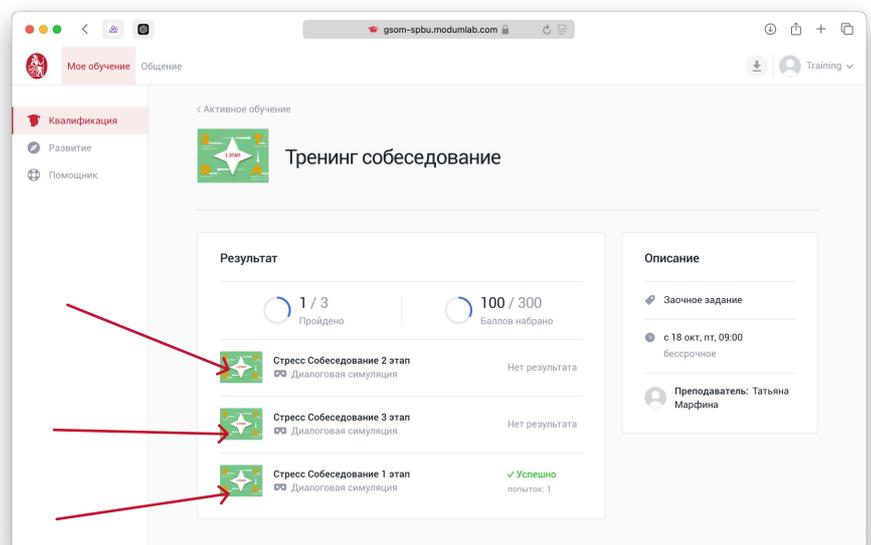


Step 2

In the "My Training" tab, click on the "Interview Training" assignment.



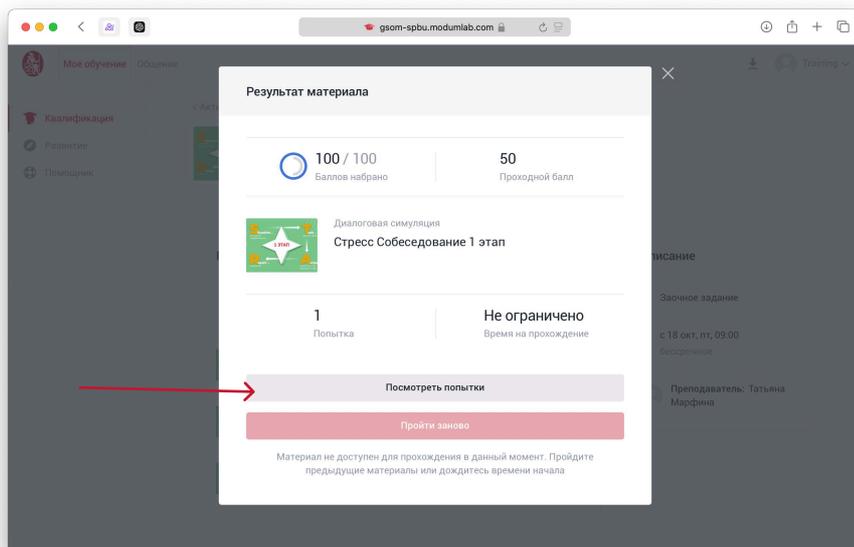
On the page, you will see your training results and progress. To view the report for each stage, click on the desired stage.



Шаг 4

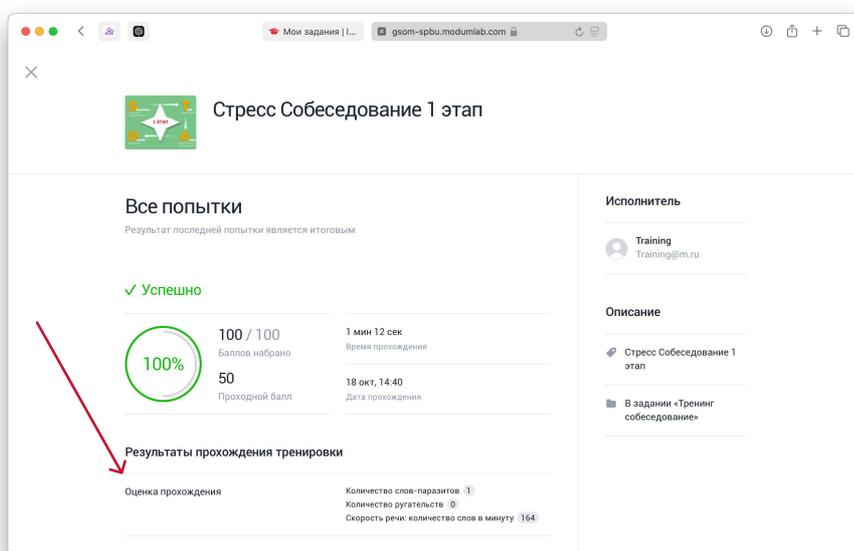
After selecting a stage, a pop-up window will open with detailed information about the number of attempts.

To view the results of your latest training session, click the "View Attempts" button.



Шаг 5

The results of your latest attempt will be displayed in the "Training Completion Results" section.



You can take a screenshot of the screen to show your results to your instructor.