

FG CON

REGISTERING ON FG-CON.COM

FG CON



Username

E-mail

First Name*:

Last Name*:

Please enter an answer in digits:
19 - fifteen =

A password will be e-mailed to you.

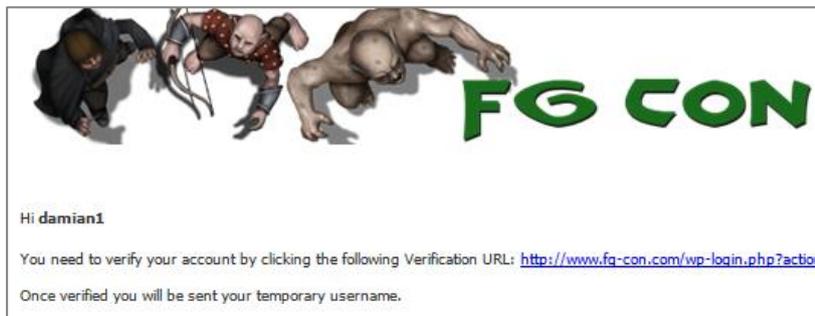
[Log in](#) | [Lost your password?](#)

[← Back to FG Con - Virtual Convention](#)

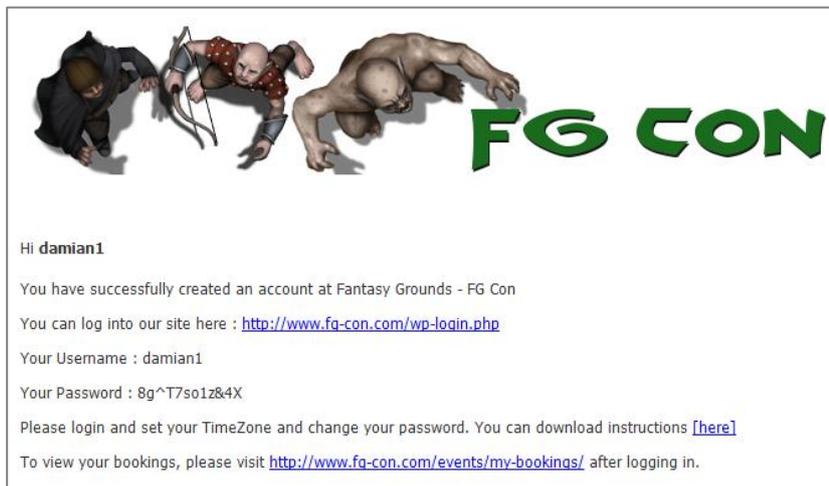
To register for FG Con you need to first create a WordPress login on this site. Click the **Login link** at the top of the page and follow the **Register Link** just below the Login box. You will need to enter the following information:

- Username (must be unique on this site)
- Email Address
- First Name
- Last Name
- Answer the simple math question
- And press Register.

You will be sent a verification email. You should get this straight away. If you haven't received it within 5mins return to the Login page and choose the **Lost your password** link. Some spam filters seem to block the first email and not the second.



Once you verify your Email address you will be sent your temporary password.



If you've registered for a previous FG Con you can re-use your previous login. You can recover your password from the Login menu if you have forgotten it.

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Once logged in you should **change your password** and you will need to **set your TimeZone** if you want to see the game session times displayed correctly for you. This is a global convention with players from North and South America, Europe, Asia and the Pacific. If you don't tell us what time zone you are in we cant tell you what time each game session is on. Save your changes by clicking **Update Profile**.

New Password: Change your password straight away.
If you would like to change the password type a new one. Otherwise, please confirm your current password.

Repeat New Password:

Strong Hint: The password should be at least seven characters long. To make it stronger, use upper and lower case letters, numbers, and special characters.

User Registration Aide Additional Fields

Extra profile information: Set your TimeZone straight away - its a pretty comprehensive list so scroll down until you find your TimeZone.

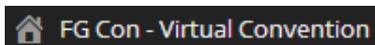
Select your timezone: UTC/GMT +10:00 - Australia/Sydney
Please select your time zone from the drop down list - make sure this is your time zone during the convention (May 8th - 11th).

Current Timezone (read only):
This value cannot be changed, it is a read-only system reference. To change your time zone please select from the Select your timezone list above.

Timezone UTC offset on May 8th (read only):
This value cannot be changed, it is a read-only system reference. To change your time zone please select from the Select your timezone list above.

Update Profile Click here to save your changes.

GM GAME SUBMISSION



Login to your FG Con account and Click on the FG Con Virtual Convention link at the top LH corner of the screen.

On the LH menu click **Events -> Events** and from here you can **Add Event**

You should ensure that the following steps are completed correctly otherwise your game may post incorrectly or post at an incorrect time which will cause issues for everyone.

Name your Event.

Check the Permalink – if it has created a long and convoluted url based on your event name – consider shortening it. Click OK if you do adjust this link.

Add the blurb about your game. Sell the story and the ruleset. Include anything that you expect the players to do or know about before hand.

For best results enter the text into the Text tab – this will strip out any formatting inconsistencies. Switch back to Visual and format using the icons at the top of this field.

Tick **Bookings/Registration**

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Edit the **Standard Ticket** and adjust the number of **spaces** to the maximum number of players and **Close** the Ticket Editor.

Standard Ticket
[Edit](#) | [Delete](#)

Event Options

Total Spaces
Individual tickets with remaining spaces will not be available if total booking spaces are reached.

Maximum Spaces Per Booking
If set, the total number of spaces for a single booking to this event cannot exceed this value.

Booking Cut-Off Date
This is the definite date after which bookings will be closed for this event, regardless of the time of day.

Enter the **Total Spaces** again in **Event Options** and also set a **Booking Cut Off Date**. This is the last date/time you will accept bookings for your event. This is to allow you and your booked players time to reorganise your schedule if your game isn't filling up. We suggest you set the cutoff date/time to 24-48 hours before your game is scheduled to start. You may choose a time closer to the event but consider your players also.

Add a short Excerpt for your game.

Attributes

Attribute Name	Value
RULESET	<input type="text" value="Trail of Cthulhu"/>
MINPLAYERS	<input type="text" value="3"/>
FGLICENSE	<input type="text" value="Ultimate"/>

You may choose to allow comments – if so please keep an eye on the comments in case players are posting questions to you there. Do NOT allow trackbacks.

You must add a **RULESET** and a **MINPLAYERS** and a **FGLICENSE** value. This is to help players in choosing games. The ruleset values are: D&D 5E, D&D 4E, D&D 3.5E, AD&D, PFRPG, all other games should use the ruleset name eg Call of Cthulhu. Set a realistic minimum so that the game can be enjoyed by the players and yourself. The **FGLICENSE** options are **Full** and **Ultimate**.

When is probably the most important part of this process. You must enter your game date and times in UTC. Use the www.timeanddate.com [Event Announcer](#) to confirm the correct times. The UTC time is right at the bottom right hand side of the page.

When

From to

Event starts at to All day

The event date and time will be displayed to logged in users who have set their TimeZone correctly if you get this right. If you get it wrong players may not turn up at the right time for your event.

Before submitting your event use the Preview button to check how it looks and if the time shows correctly for you in your local time (providing you have set your timezone in your profile!).

PFS and ALO GMs Please note that as much as possible you should be running your sessions in the following timeslots. This will allow players (and GMs) to participate in multiple sessions with less risk of games over lapping each other. All games should be entered in the booking system in **UTC**. They will be converted to the correct time for players who have set their timezone in their profile.

	UTC	UK	EST (US)	PST (US)	AEST (AU)
Slot 1	0700-1200	0800-1300	0300-0800	0000-0500	1700-2200
Slot 2	1300-1800	1400-1900	0900-1400	0600-1100	2300-0400
Slot 3	1900-0000	2000-0100	1500-2000	1200-1700	0500-1000
Slot 4	0100-0600	0200-0700	2100-0200	1800-2300	1100-1600

For PFS queries please contact **Holognome** pfs@fg-con.com

For ALO queries and to confirm what ALO games are available to be run please contact **Brynan** alo@fg-con.com

For all other queries please contact **team@fg-con.com**

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GM GUIDELINES

You may be playing with people who are new to Fantasy Grounds or are new to your RuleSet or both.

Be as prepared with your game materials and setup as you can.

If you are playing with a non core ruleset your players will most likely have to download it as well as all campaign material at the start of the game – this can take time – a lot of time if there are 4-6 players and you have limited upload speed.

Optimise your game material as much as possible. For FG Con it really is advisable to use as low res images and maps as you can to speed up the game download times. If this isnt possible communicate with your players and let them know the game server will be online 30mins or 60mins before the scheduled start time and that they should connect at that time.

We will send you the booked players email addresses (you will have already received these individually as you approve their bookings) approx 7 days before FG Con starts.

Email your players and introduce yourself. Give them some reminders about your game and confirm its start time.

Manage your bookings in a timely manner. Try to approve all bookings within 24hours. If you don't approve them within 48hrs we will try to contact you. If you are not contactable for 4 days we may unpublish your game and direct players to another game.

Real life happens – if you are going to be away and know you cant approve bookings – let us know and we can do it for you. If something happens on or before your event and you cant make it – please let us know as soon as you possibly can so we can communicate with your players. People understand – particularly when communication is good. No communication leaves people frustrated and angry ☹️

We strongly urge you to use the Community TeamSpeak server. For first timers or irregular gamers it is far simpler for everyone to use the same interface. You may well have a preference for Skype or Mumble or Ventrillo – put it aside for one weekend and help us run a smooth Convention.

If you have any Questions: email us at team@fg-con.com

And lastly – Thank you for your time and commitment to making FG Con happen. Your efforts are appreciated by us and by players and by the rest of the Fantasy Grounds community which you are helping to grow!