Small Group Discussions
Remo Platform Guide

Prepare your device for networking:

/ 

Pop-ups must be enabled.

Allow access to Microphone and Camera when prompted.

Once inside the platform, click the menu in the top left corner to check your audio/video settings.

IMPORTANT: For the best experience, access the small group discussions in Chrome or Firefox. Internet Explorer is not supported at this time.
Get Your Device Ready
Camera and Microphone Settings

To get the full experience of connecting with others, use a device with a camera and microphone.
Device Compatibility

Remo works on desktops, laptops, and mobile phones. (Tablets are not supported at this time.)
Pre-Call Test

Make sure your browser, hardware and internet connection work properly on this page:

https://hi.remo.co/geartest
Tech Support

If you experience technical difficulties at any point, feel free to select the “Need help” icon in the bottom left corner for access to the Remo support team.
Join an event to set up your profile
Create Your User Profile

• **Step 1:** Click the event link to join. You will be prompted to create a profile. Include a photo, social media links, company info. etc.

• **Step 2:** To update your profile during the event, click on “My Profile.”

• **Step 3:** After you create your profile, you will enter the event.
Remo Event Navigation
When you enter Remo, you'll be sitting at a virtual table.

This is you!

You can move freely from table to table by double clicking on it.
Start interacting

Switch on your Cam and Mic.

Table 1

Table 2

Click on the red dotted area to continue the onboarding experience.

Skip for now

Everyone at your table appears at the top of your screen.

Table 1

Table 2

Continue
This chat panel opens to the right

Close the chat panel by clicking on the "X"

Messages

Search by name...

PUBLIC CHAT

General Chat

Table Chat: First table

PRIVATE CHAT

Learn interesting things about other guests

Click on another guest's profile picture to learn more
Floor View

• You will have a bird’s eye view of the floor plan throughout the event.
Elevator

• There are 5 different floors in this event.

• Use the elevator buttons on the left side of your screen to move between them.

• To see how many attendees are on a particular floor, hover your cursor over the floor button.
Chat Function

Select the chat function you would like to use.

• Public chat is visible to all event attendees.
• Table chat is visible only to members of your table.
• To send a direct message to an individual, click on “Search by name” at the top of the window and input the name of your desired recipient.
Toolbar

- Turn on your camera and mic by clicking the icons
- Share your screen
- Try the Whiteboard
- To leave the event, click on “Quit Event” in the bottom toolbar. You can rejoin as long as the event is still open
Tech Support

If you experience technical difficulties at any point, feel free to select the “Need help” icon in the bottom left corner for access to the Remo support team.