

Spring 2021 Leaders Roundtable

Remo Conferencing Platform Quick Start Guide

REMO conferencing platform tips

- **If you require tech support during the meeting, please sit at one of the tech support tables (top right in the floor plan) or call our tech support line: 1-888-676-9057 pin: 29297765#**
- Remo requires Google Chrome; support for other internet browsers is limited.
- Do not have multiple Remo tabs open on Google Chrome.
- If you are experiencing a glitch, try reloading/refreshing the page:
Press Ctrl-Shift-R or Shift-Command-R on Mac.

1. To get started, open Google Chrome. Copy/paste the meeting link into the address bar & press enter:
 - Networking event (May 3) <https://live.remo.co/e/water-reuse-on-tap>
 - Leaders Roundtable (May 6-7) <https://live.remo.co/e/cwn-leaders-roundtable-spring-20>
2. You will arrive at a landing page for the meeting. **Do not click “Log in with Google.”** Click the green button “Sign in to join event.” A pop-up will appear – type your **email address** into the field and press continue. On the next screen, enter your password; if your account was created by CWN, the default password is **cwnCLG**. Press “Join event now!”
3. You may be asked to enable your camera and microphone so that Remo can perform a system check. Afterwards, press the green “Join Event” button.
4. Once you’re in the room and seated at a table, it’s time to turn on your webcam and microphone. If you see a pop-up asking you to allow microphone and camera, click “Allow.”

Leaders Roundtable – REMO Floor Plan

Change your camera, microphone and speaker settings

Your camera feed

Other people at your table

Make bigger by clicking Tile View

Edit your profile

When you enter, you will be randomly placed at a table

To change tables, double click on a table with open seats

Click on another person to read their profile

Click to get help from Remo

Fullscreen camera feed

Control your camera and microphone

Share your screen with your table

Start a text chat with other participants.

You can chat with the whole room (General Chat), your table (Table Chat) or with a specific person

Need tech support? Sit at one of these tables for help from CWN

CLG Meeting - Fall 2020

Messages

Search by name...

PUBLIC CHAT

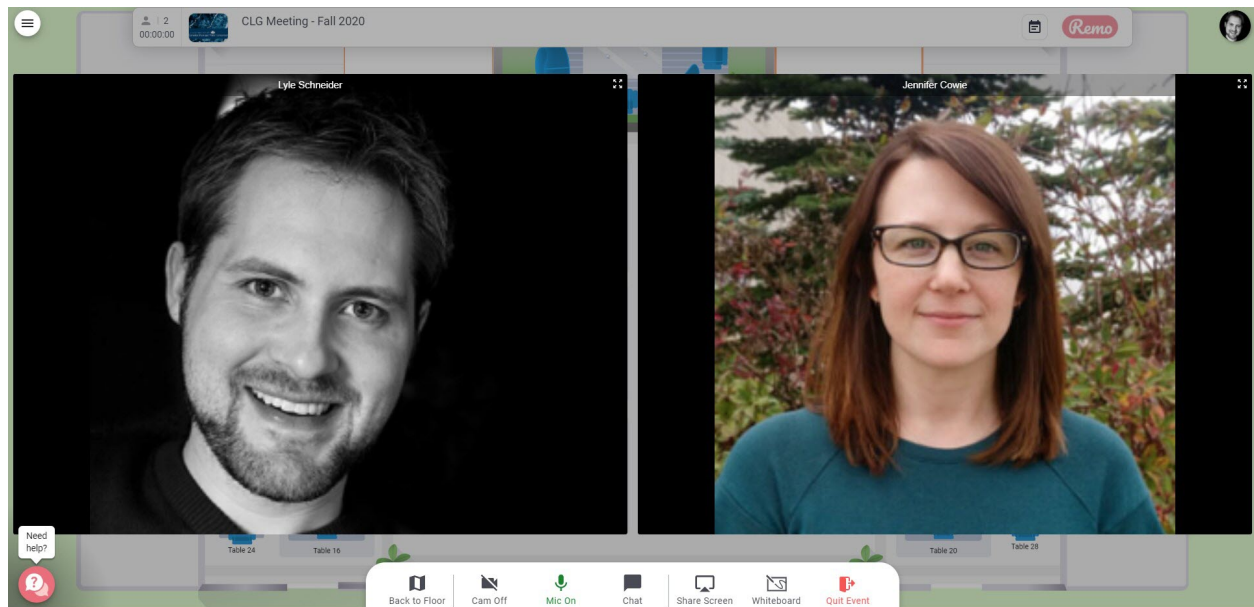
- General Chat
- Table Chat: Table 1

PRIVATE CHAT

- Jennifer Cowie

Tile view | Cam Off | Mic On | Chat | Share Screen | Whiteboard | Quit Event

REMO – Tile View



Click to go back to floor view

REMO – Presentation View

View fullscreen (press Escape button to cancel)

Chat with everyone

View all participants and start private chats

Ask questions to the hosts and presenters

You can vote for the questions you want addressed

Ask your question here

Raise your hand to get the attention of the moderator

Q&A

1 votes
Lyle Schneider
Can you elaborate more on your experience?

0 votes
What were your key takeaways?

Enter Your Question Ask

Raise hand Quit Event

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