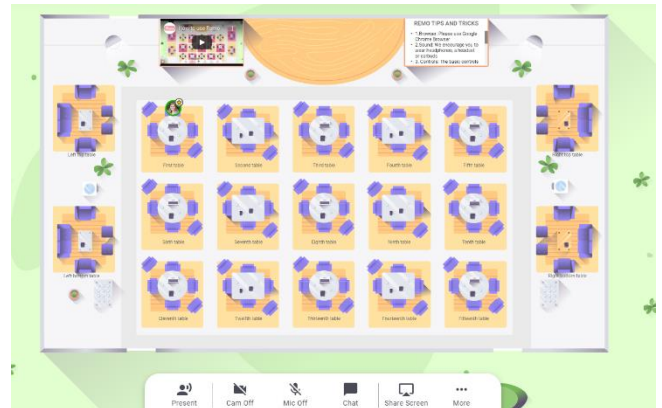## Participating in a CSAE Remo Session

Welcome to Remo! Below, we have outlined a few tips and tricks to help you have the best possible experience in Remo.
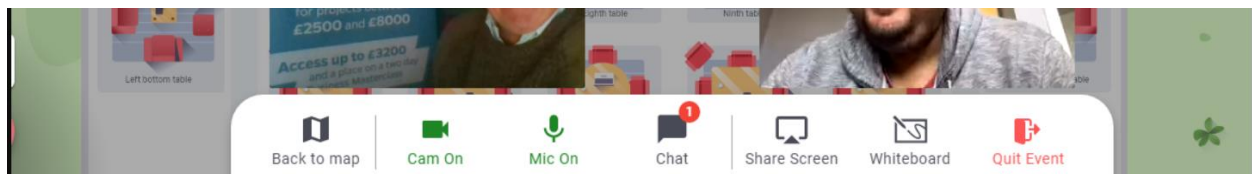
First, what is Remo?
Remo is a virtual immersive space for events with a visual top-down view, 2-D map comprised of interactive tables (picture to the right). The application uses video, audio and chat to allow people within the space to interact naturally in real-time, from anywhere in the world.
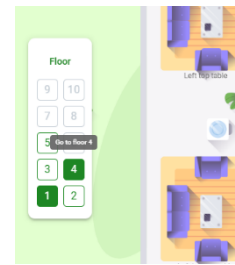In short, Remo is all about **real, human connection.**

1. **Browser:** Remo has been built for compatibility for the Google Chrome Browser. In advance of the meeting, please download Chrome if you don't already use it and test the strength of your internet connection by visiting, https://geartest.remo.co/ Roughly 90% of the technical difficulties in Remo are attributed to unsupported browsers.

2. **Sound:** We encourage you to wear headphones, a headset or earbuds when using Remo to minimize ambient noise, static and echoes, and achieve the best sound quality.

3. **Controls:** The basic controls you'll need during Remo will appear across the bottom of your screen.
    a. **Mic:** Be sure to turn your microphone on when you join a table so that other participants can hear you.
    b. **Camera:** You'll need to turn your camera on when at a table so that other table participants can see you.
    c. **Tile View:** You'll be able to see the others at your table more easily if you select the tile view option during conversations.
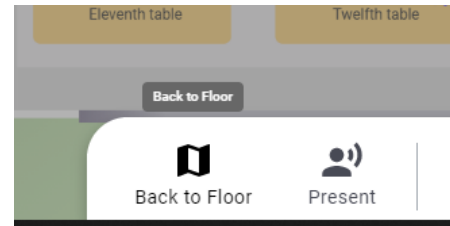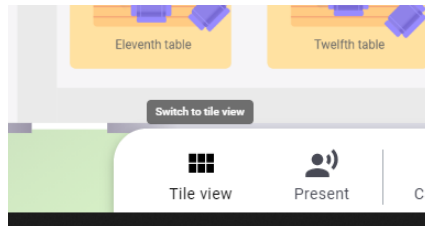

4. **Profile:** Join your first Remo session early to give yourself time to build your profile. You'll only need to do this once. Upload a photo, your name and title, as well as your organization, so that others can easily find and recognized you. To set up your profile, click on your icon in the top right corner and follow the steps.

5. **Move:** Remo allows you to move from table to table so that you can choose which conversations you'd like to join. To move from one table to another, simply double-click on the chair you'd like to take.
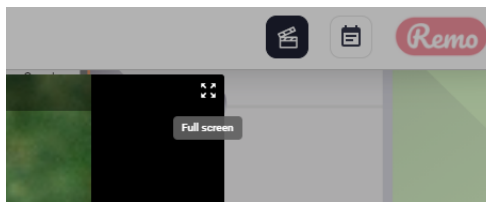
6. **Floors:** The Remo floorplan allows for 100 people. Multiple floors may be used depending on the size of an event. If more than one floor is open and you'd like to visit a new floor, navigate to the left side panel on screen to select the floor you wish to visit.

7. **Table Conversations:** For the best experience, we recommended selecting "tile view" from the bottom menu in Remo during table conversations. In order to navigate back to the floor, simply click "Back to Floor" when you are ready to move to another table.

8. **Viewing shared screens:** If you click on the 4 outward arrows in the far left corner of the slide box it will increase in size.

9. **SUPPORT:** If you ever need assistance, CSAE staff are online to help. Send a chat to Janice Chong, Emma Girduckis, or Yowali Kabamba.