

## Tech Tips for Remo:

- **Use Google Chrome;** iPad / iPhone not recommended, but Safari works better
- Turn off your Firewall and/or VPN
- Refresh your browser window
- Enable your microphone & camera access in your browser (typically from the URL bar in your browser window)

*If this is your first time on Remo, we recommend logging in early to avoid technology issues. Email [acgphiladelphia@acg.org](mailto:acgphiladelphia@acg.org) with any questions.*

## Profile Tips:

- Set-up your **profile with a photo**
- Consider adding your firm name at the end of your FULL NAME field to create a virtual name tag (i.e. Jen Simons, ACG Philadelphia)
- Headline - include your firm function or something about yourself

## Navigating Tips:

- Once logged in, you're **automatically placed at a networking table**
- Combination of **2, 4 and now bigger 8 top tables** - all numbered
- **Turn on your mic/camera-** feature at the bottom of the floorplan. When you sit at a table, it's like a Zoom Meeting
- **To move, double click on a table with an empty seat** and you will be placed at that table. You can also click and drag the floorplan to move it around, and/or zoom in and out
- Hover over someone's image **to see their profile**
- **Use "chat"** to send a private message. Share your floor & table number to meet up
- Networking happens before and after the program, but **automatically shuts down during the program**
- **Move between floors** by clicking where you want to go. The "virtual elevator" is located on the left hand side of the floorplan
- **Questions** during the presentation are encouraged, and can be submitted through the Q&A tab on the right-hand side of your screen when in presentation mode