

BIO Guide to accessing the Remo Platform

We are excited to be using Remo to provide an immersive virtual space that empowers you and your fellow attendees to communicate and connect with each other.

In Remo, you will have your own avatar, which you can move from table to table just by clicking on a chair icon. As soon as you join a table, you will be able to see, hear, and interact with whoever is already in that space in real-time. We have provided a quick, step by step guide with images to help you access this interactive platform.

Prefer video? [Here is 3-minute video guide by Remo for new users](#)

Where do you begin?

- 1) When accessing Remo, the platform is best supported on the following browser applications, and should be accessed via a computer – NOT a phone or tablet (including iPads): Chrome, Firefox, or Safari. Microsoft Edge or Internet Explorer may not work.
- 2) We strongly recommend you test your browser and computer hardware [here](#) prior to the meeting. Functionality is limited on phones and tablets, and are not recommended.

Setting up your Remo account

3) When first directed to Remo, you will arrive to the event landing page. By clicking 'Sign in to join event', you will be prompted to create your Remo account, using your email address.

If you're already signed into Remo, the button will read 'Join Event Now' once the event has started.



Note for speakers: Please ignore the 'Speaker login' button. If you have arrived to the page prior to the start time, use the 'Save me a spot' button.

Back Just one more step! X

Create a user account by entering your information below:

emailtexties456789@bio.org

John Doe

password

Password must be at least 8 characters long

I agree to the [Terms & Conditions](#) and [Privacy Policy](#).

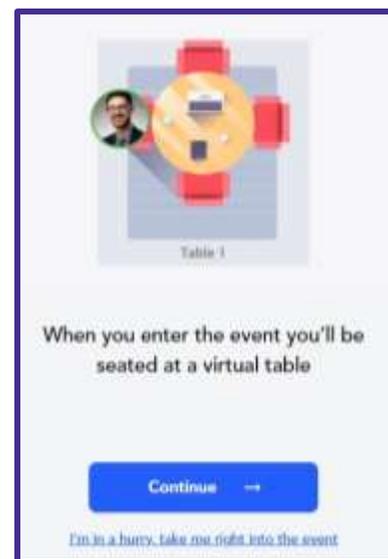
Register event

Your information is safe with us and will not be used for marketing purposes.

4) After entering your email, you will be prompted to enter your name and create a password. The system will remember your login information on your browser for when you return.

5) When using Remo for the first time, Remo will guide you through how to set up your system to connect to your video and camera. **We strongly recommend you do not skip this step.**

Tip: If there is an issue with your microphone or camera, try a 'hard refresh' of your browser. Press CTRL-SHIFT-R for Windows users, or Command-SHIFT-R for Mac computers



My Profile

Logout

Edit Profile

Add Profile Picture

Full Name*

John Doe

Headline

Headline

Company

BC

Job Title

Senior Manager, Event Operations

Meeting Schedule Link (e.g., Calendly)

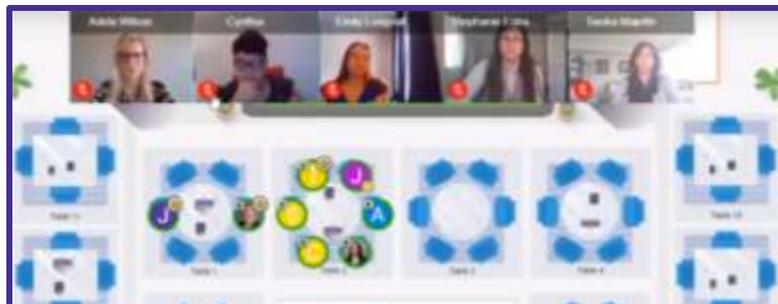
<https://login.partnering.bio.org#/home/business-platform/web/1602/company/114208>

6) Optional: Add your contact details by completing your Networking Profile

You can add your company and position, as well as your headshot, and LinkedIn page. In lieu of exchanging business cards, this allows you to network freely, knowing that the people you are talking with can continue the conversation after the event.

How to Meet your Peers?

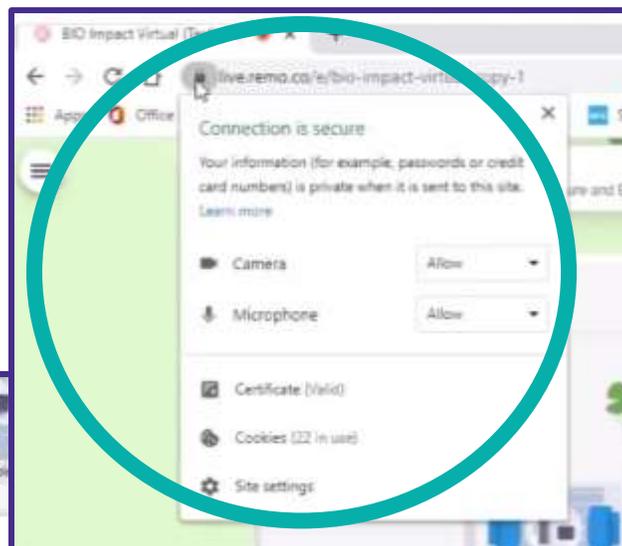
7) Once you are all set up and you enter the networking room, you will automatically be placed at a table. Introduce yourself to others at the table and join in on the conversation! If you see another table you would like to join, simply double click on an empty chair icon, and you will move into the new group.



IMPORTANT NOTE: Each table is limited in the number of participants, as represented by the number of chairs per table. If a table is full, you will have to wait until a space opens before joining. At this time, there is no waitlist feature.

8) Turn on your microphone & camera

You can toggle your camera and microphone on and off using the icons on the lower part of your browser. You may need to permit access on your browser. To do this, click on the 'Lock' icon by your URL line, and set Camera and Microphone to allow.

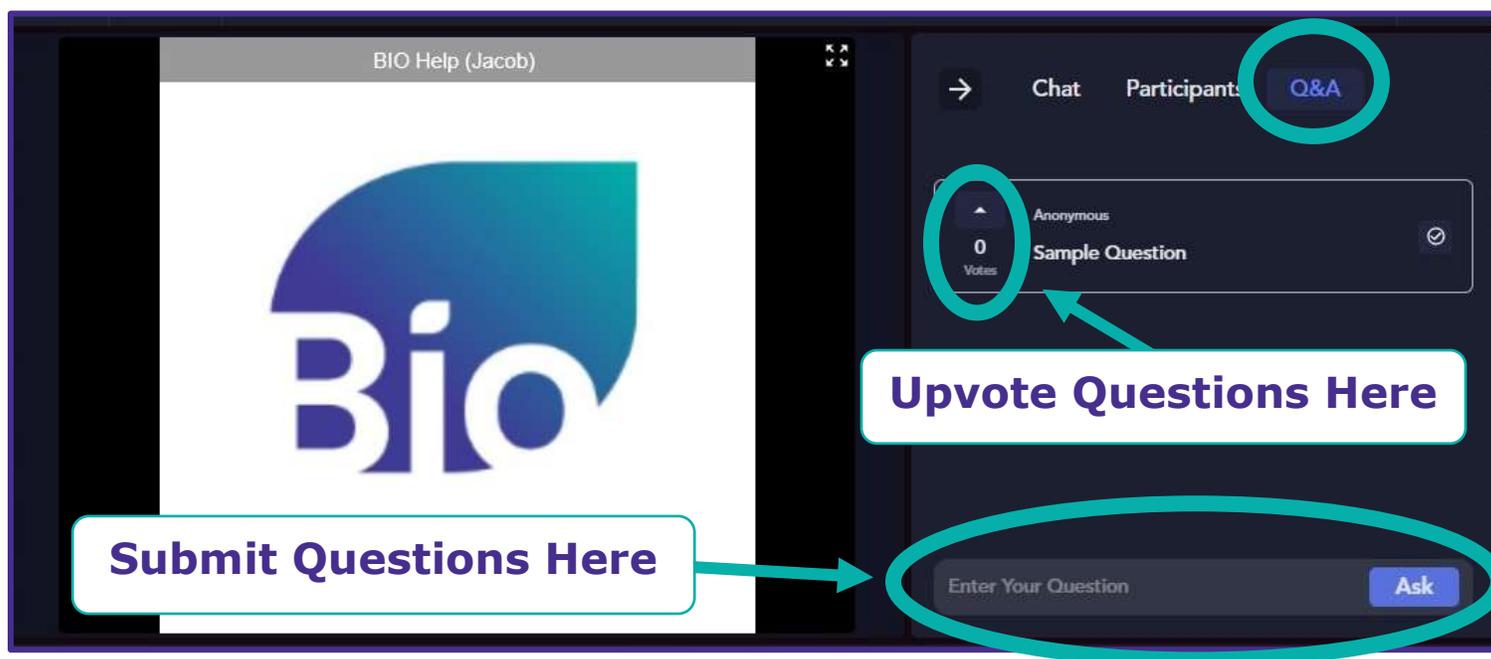


Tip: If you are encountering microphone or camera issues, try toggling between your system's hardware via the carrot arrows by the respective 'Cam' and 'Mic' icons. Your browser may be trying to connect to an incorrect camera or microphone.

How to Ask your Questions during the Presentation?

When a panel or presentation has begun, only presenters are able to turn on their cameras and microphones. This function will not be available for Audience members. However, you will still be able to use the chat function to speak to individuals or the whole group, and you can ask text-based questions to Speakers.

9) Have a question? Make sure you are posting the question in the 'Q&A' tab, rather than the 'Chat' tab. This way, others can see your question and upvote questions they want to prioritize for answering.



10) See a question you like? Upvote it! Again, you will see all submitted questions under the 'Q&A' Tab. Click on the upvote arrow to lift its priority in the question listing.

Still encountering technical issues? Look for the help icon in the bottom left of your browser.

