

A YWCA Edmonton x PLLC Stretch Experience

AUG 20
13-14 21

IMAGINE THAT

A BIPOC youth guide to navigating
teenage identity

“Imagine That” Remo Guest User Guide

Welcome to ***“Imagine That”***! Our virtual event is being hosted on **Remo**, which has allowed us to create an immersive virtual space that allows and encourages our guests to communicate, connect, and collaborate with each other, just as you would in real life!

Below are some best practices, tips, and tricks to maximize your experience on August 13th and 14th!

*****Remo works best with the following browsers: Firefox, Chrome, or Mac OS Safari. For the best experience please ensure you are using one of these browsers for the event.*****

How to Join

In the email you would have received a link to Remo, this will be your unique and individual access the private event. We encourage you to register as soon as you receive this email and update your profile so you are ready to go on August 13th and 14th!

How to Register

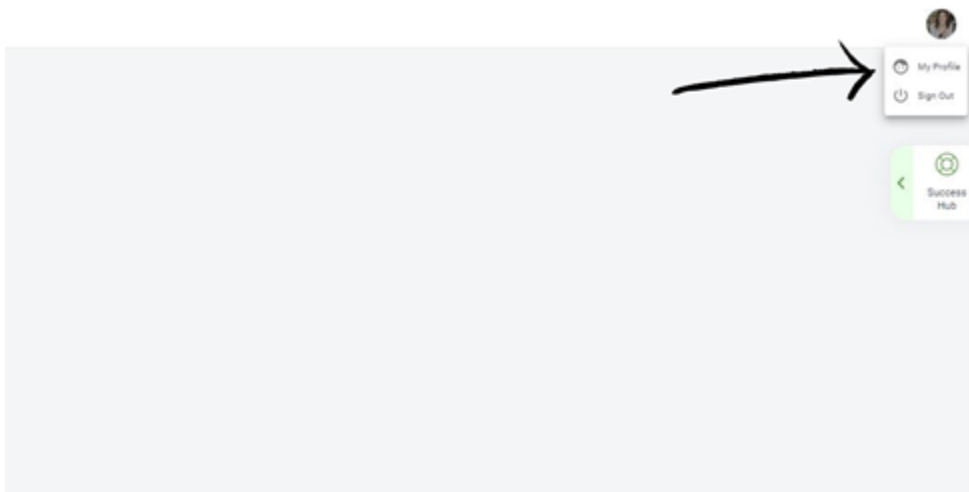
- Click the Remo link you've been sent and click the "Accept Invitation" button.
- Click "Save me a spot" to register for the event, we recommend you do this before the event starts as it will save you time!
- If you have attended a Remo event before you will then be asked to register for the event using an email address (or quick register with Google). If you have not attended a Remo event before you will be asked to create an account first. This is as simple as inputting your email (make sure to use the one you received the invitation at), name, and password.
- 15 minutes before the event begins you should receive an email with the link to the event space. You will click the "Click here to access the event" button.

Creating Your Remo Profile

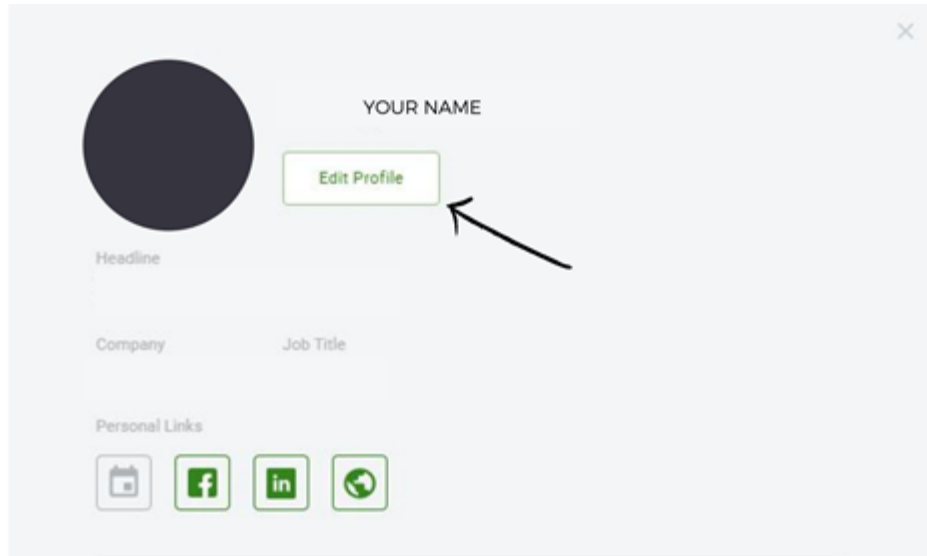
After you have registered using the above steps we recommend you update your profile. With this information, you are also completing your "virtual business card" which is a unique feature for Remo. With this business card, the people you meet during the event can connect with you after via LinkedIn, web, or schedule meetings directly with you.

Steps

- In the upper right-hand corner of your screen is a circular profile, click on that and select "My Profile"



- Select "Edit Profile" and enter in all applicable information, including adding a profile picture to really personalize your profile!



- **Make sure you “Save Changes” before you leave.** And you’re done! It’s that easy!

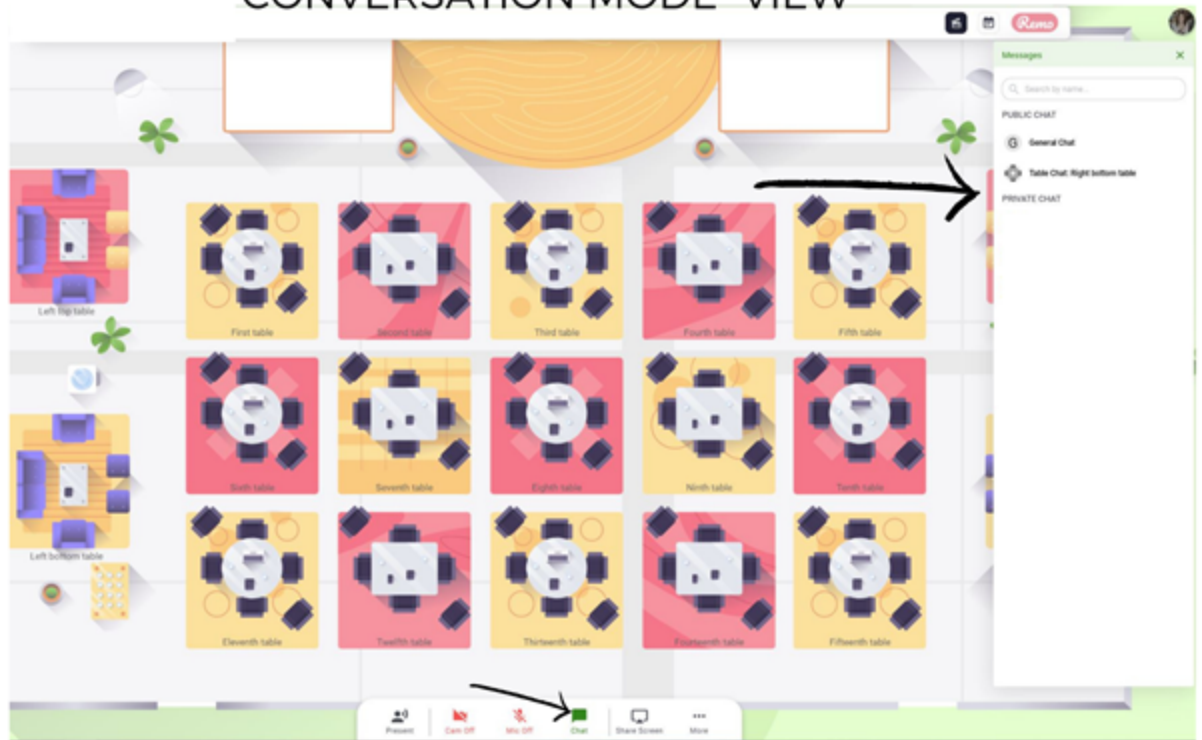
Day of

The Imagine That Event gets underway at 12:00 pm MST on both August 13th and 14th, the virtual doors to the event will open at 11:45 am allow you time to get settled in, ensure all your technology is working properly and network with other guests!

General Remo Notes

There will be two “modes” during the event. One is **‘Conversation Mode’**, in which you will be able to connect and network with other event participants. While in this mode you can move from table to table and chat with other guests. You have full control over your own camera and microphone so you can show up however you feel most comfortable. To move to another table, simply double click the table you want to move to and if there is room you will be moved there and can start or join in on the conversation. In addition to the tables, there are also “lounges” on each side of the room that you are welcome to hang out it during networking breaks. To join those areas, simply double click the area you’d like to join and you will be moved to that space.

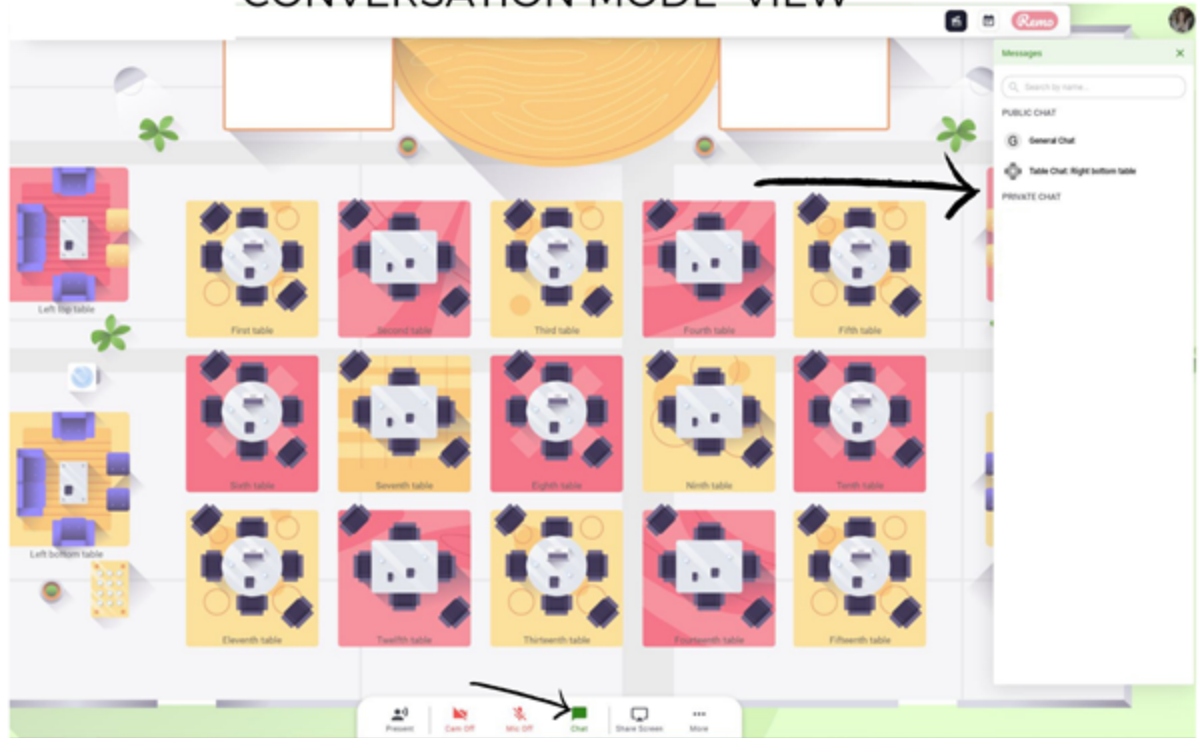
"CONVERSATION MODE" VIEW



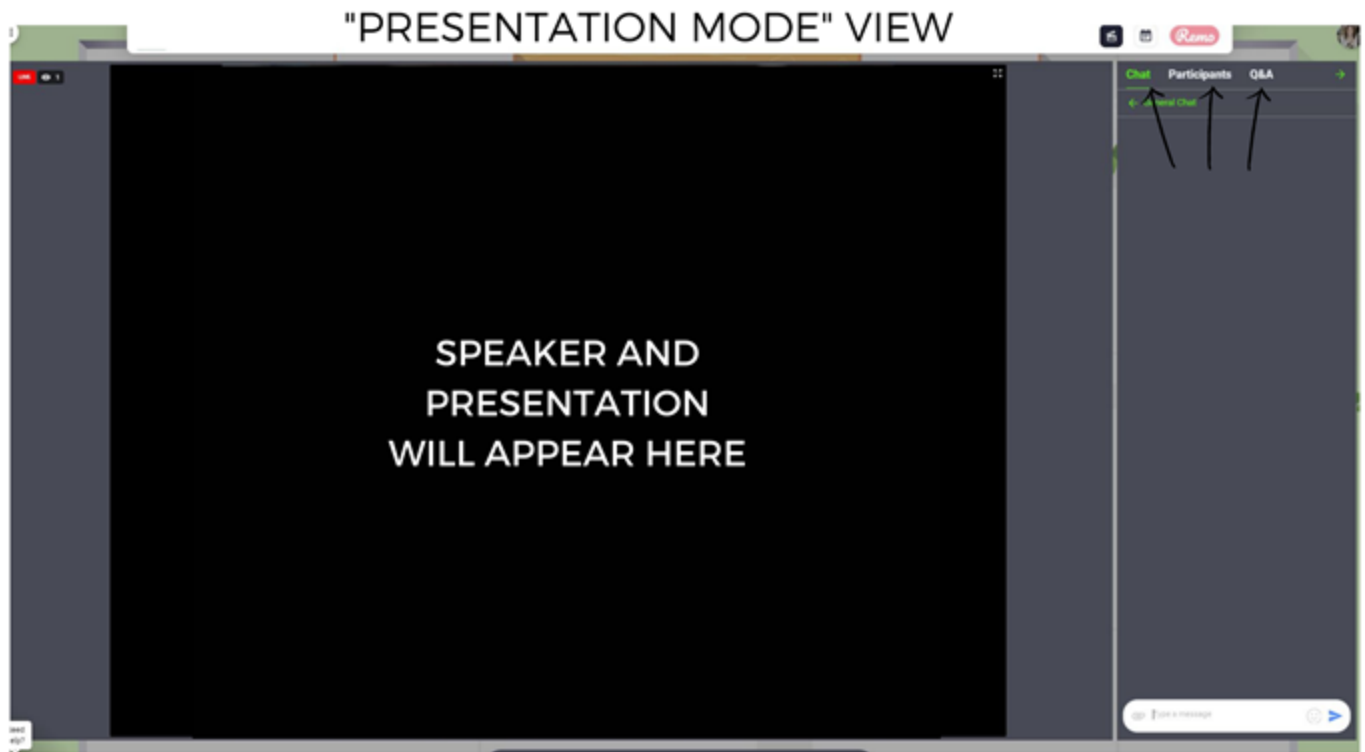
During Conversation Mode you can also take part in the event chat. The chat function allows you three options:

1. **General chat** which everyone in the event can see
2. **Table chat** with which you can communicate with the other guests at your table
3. **Private chat** with which you can individually message and chat with other guests

"CONVERSATION MODE" VIEW



The second mode is '**Presentation Mode**', this will be used when speakers are on stage. During Presentation Mode you cannot change tables or have a video conversation. The speaker and their presentation will take up the whole screen. In this mode, you will have access to "General Chat" and Q&A. We encourage you to keep the conversation going in the General Chat and add your questions into the Q&A tab as we go.



Technical Support

If you experience any issues connecting on August 13th/14th please text (780) 938-4029.

If you are looking for additional information, here are some links to FAQ articles:

1. [Checklist before Attending a Remo Event](#)
2. [How to Connect with Guests during a Remo Event](#)
3. [How to Introduce Yourself when you Enter a Table](#)
4. [How to Leave a Table Gracefully](#)