NIA's Virtual Spring Summit

EDUCATE | ENGAGE | ELEVATE 2021

Remo is the platform we will be using for the keynote sessions and networking events each day.

Remo requires you to use your device camera and microphone to be able to see and talk to all attendees during the networking events. **You will need to create a Remo account before you can participate…but it is easy!**

Unfamiliar with Remo? Take the Remo tutorial: https://remo.co/remo-101/

Remo Event instructions:

- Please allow yourself 10-15 minutes to sign in before the first event.
- Click the Remo link provided by NIA.
- Confirm your attendance by clicking the green rectangle.
  - Enter your email (the email you used to register for the event)
  - Create or enter a password
    - Click the retrieve password link if you forgot yours
  - Once registration is successful, you can add the event to your Google, Microsoft Outlook, or Yahoo calendar.
- When using Remo, watch the welcome video and read the instructions at the bottom of the screen. Your camera and microphone will be at the bottom of your screen during the networking events.

Virtual Business cards: When you login, create your virtual business cards by clicking "my profile" and filling in your company and personal information. Add your photo, but note that the max file size is 512 KB for photos. Click on a person to see their virtual business card and to message them.

Networking: After the keynote sessions on Wednesday and Thursday, you will automatically be seated at a table for the Networking Social Hour. You will be able to see and talk with everyone else at the table, but only those at your table. If you would like to see who is at a table, hover your cursor on the table. To switch to another table, double click on that table and you will move over into that conversation. To find and chat with someone in particular, select chat at the bottom of the screen and then find their name in the drop-down screen. In that screen, you can also chat with all attendees or everyone at your table. Members of a table can collaborate with one another by sharing media or typing messages on the whiteboard.

Tech Questions? If you have any questions about logging into Remo or questions related to the Fall Summit, please email events@insulation.org or call 703-464-6422.