

# How to connect to Remo

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STEP 1

Please make sure there are no internet issues  
by accessing the following URL before using Remo.

Check here!

URL : <https://geartest.remo.co/>

Here is minimum requirement of hardware to use Remo  
Please make sure that you use the following browsers

Google chrome、Fire fox、safari

●windows desktop PC

i5-8400T @ 1.7GHz

8GB RAM

Windows 10

●Windows laptop PC

i5-3320M @ 2.6GHz

8GB RAM

Windows 10

●Mac desktop or laptop PC

2.2 GHz i7

8GB Ram

●iOS

iOS 12.4.1 or later

iOS 13.0 or later

●iPhone device hardware

iPhone 6s or later

iOS and iPhone Safari ver. 12.1 or later

●Android OS

Android 7

Android 8

Android 9

Android 10

●Android デバイスハードウェアの場合

Android released in 2016 or later

●Browsers

Remo is only Android,

Google Chrome Browsers is 77 or later

## STEP2

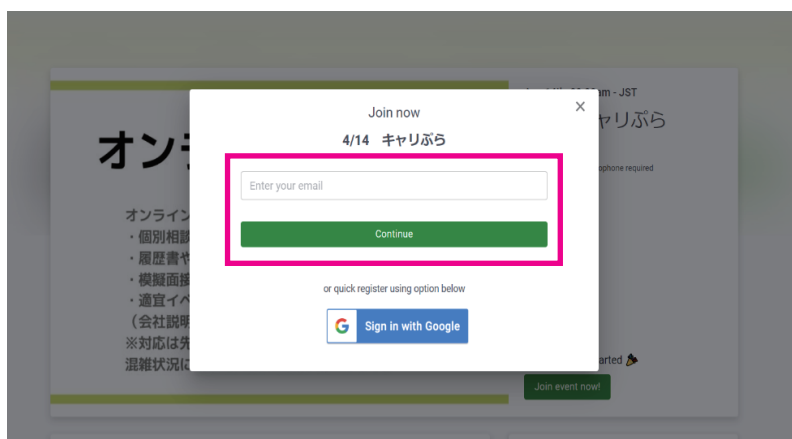


## IMPORTANT!!

Please open the following URL for pretesting.  
<https://live.remo.co/e/cuEPmBm4l>

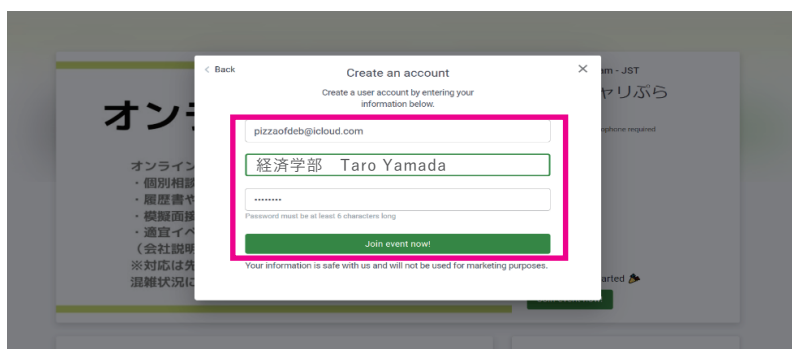
Click on 「Join event now!」

## STEP3



Please enter your email address and click on 「continue」

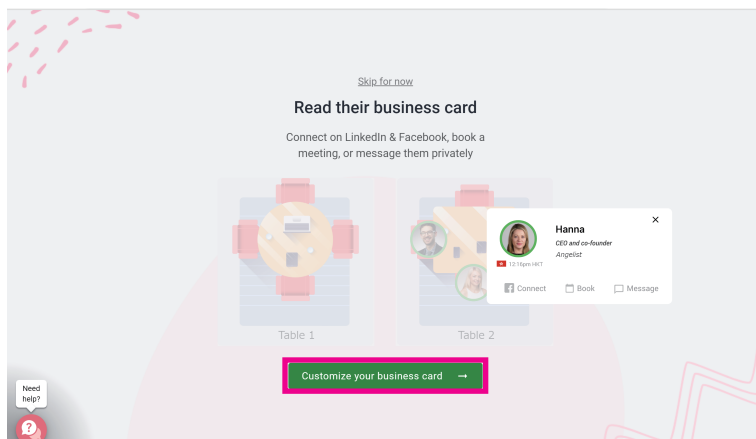
## STEP4



Please enter 「your major and name」 into the blank for name. Next, enter your password that you set by yourself and click on 「Join event now!」

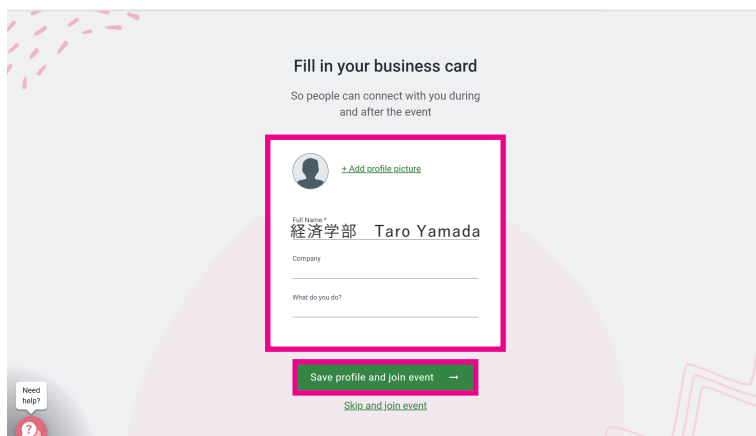


## STEP5



Please skip those tutorials until this page and click on 「Customize your business card」

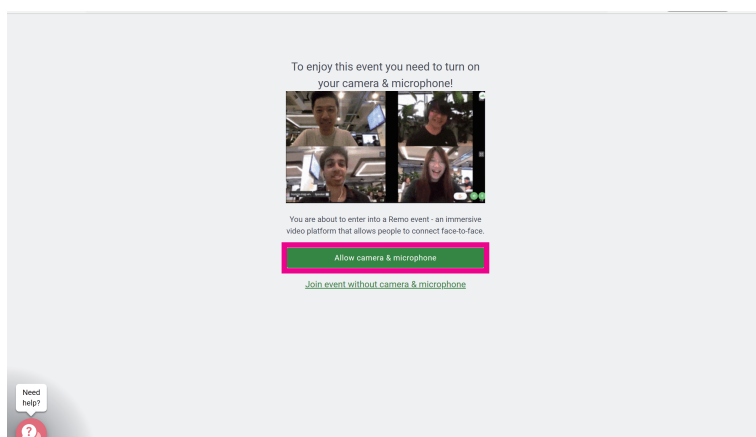
## STEP6



Let' s make your profile.

Please enter 「**your major and name**」 in this order and pick your photo that you like

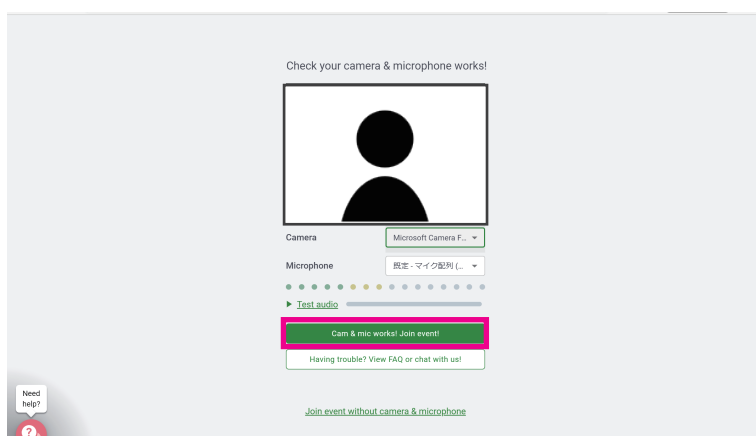
## STEP7



**IMPORTANT!!**

Click on 「Allow camera & microphone」

## STEP8



Please make sure that you are in the screen and microphone works properly

Please click on 「Cam&mic works! Join event」 and you are ready to go!

## Things you need to get done by the Job Fair

## Editing your profile

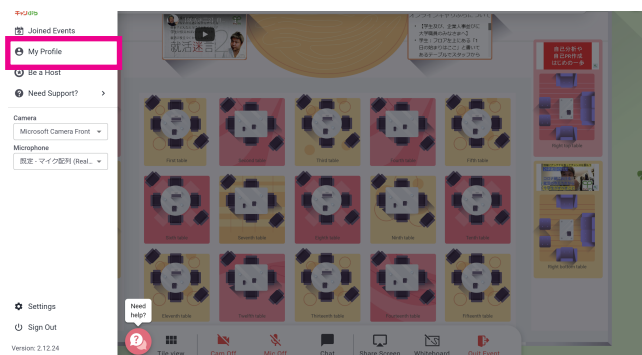
\*Only for those who need to change the profile

### STEP 1



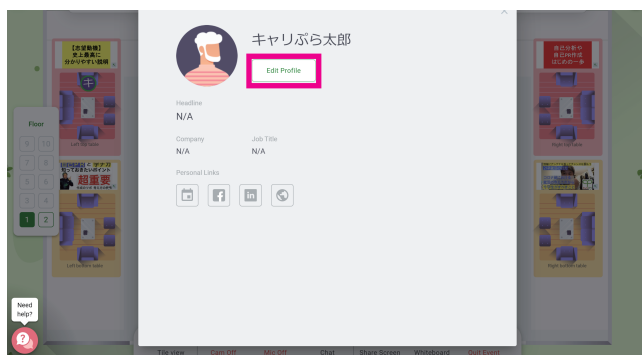
Please click on the three lines icon and open the menu

### STEP 2



Next, click on 「My Profile」

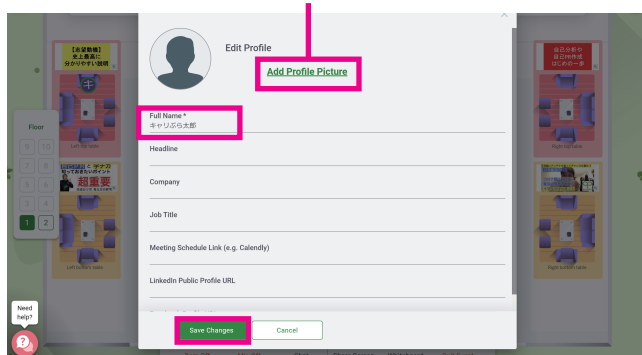
### STEP 3



Click on 「Edit Profile」

### STEP 4

change picture



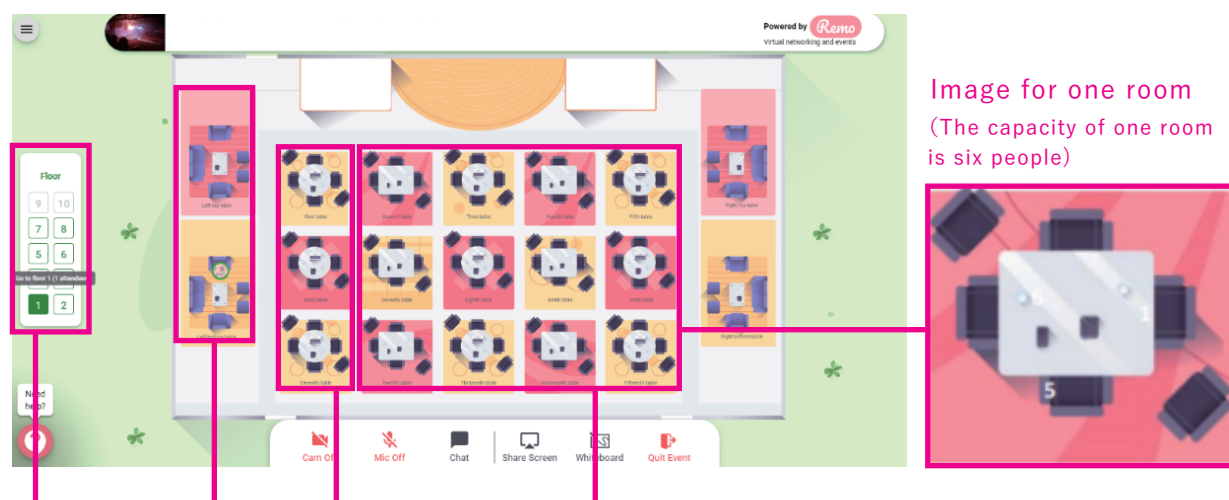
You can edit your name and picture on this page. Please enter 「**your major and name**」 in this order. Click on 「Save Change」 and you are ready to go!

We recommend setting up your picture in advance so that you can log in Remo smoothly at that day.

## Map information of this event site

The first floor are the reception and rooms for waiting and above the second floor are for companies.

### 1st Floor



Please click on the floor number that you want to move to

Receptions for companies

Receptions for students

Rooms for waiting

### 2nd Floor



## Map information of this event site

### 3rd Floor



### 4th Floor



●Please move to a company booth after signed up at the reception  
You could talk to staff from the company until the start time or you could also keep your seat and wait with turning off your mic and camera  
**\*Please don't go to the company booth before you sign up at the reception**

●It might happen that other booth members cannot hear your voice.  
When each sessions starts, staff will check whether everyone can hear and see the screen. If you are having some problems, please read the following methods to deal with it.

●When audio and camera are not working well, please move to the booth for waiting and having problems and come back to the original booth.  
If it is not working even after you try it, please use earphones.

●We will manage the time schedule with the following announcement  
Please close the pop up window so that you can come back to see the original full screen

**\*when the announcement pop up, the bell rings.**



●DO NOT USE General chat because that means you send messages to everyone single person in this Remo

●Please feel free to talk to operations staff who have this icon with PRIVATE chat when you have anything you are worried about or you want to know



●PLEASE DO NOT LEAVE this Remo without saying anything because we need to ask you to fill in the survey  
Please come see operations staff in the first floor when you sign out this Remo

URL : [https://live.remo.co/e/9\\_DLP4C1f](https://live.remo.co/e/9_DLP4C1f)

## STEP 1



Please log in by following those steps on page 2

After you log in, please make sure your mic and camera are on. If not, please turn on your mic and camera

## STEP 2



企業受付 学生受付

待機場所

## IMPORTANT !

When you want to move to another booth, please double click on the table you want to move to.  
First of all, please come to “student reception”

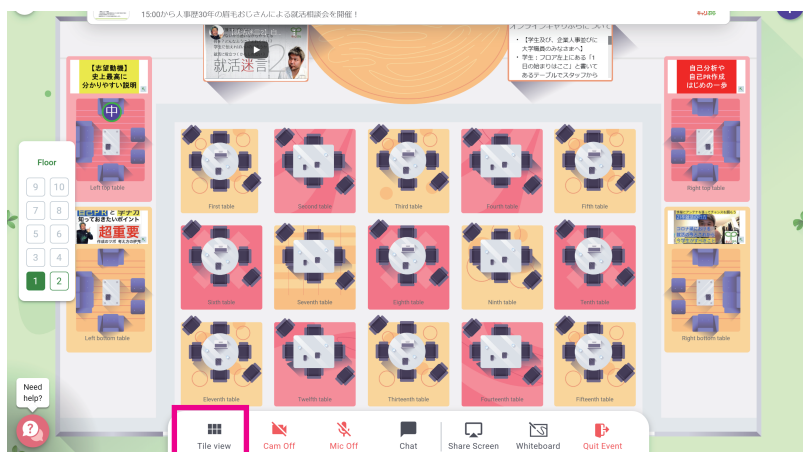
\*If student reception seats are all occupied, please wait in the other booths.

\*In this Remo system, you will get into the random booth first. Please move to the student reception by yourself

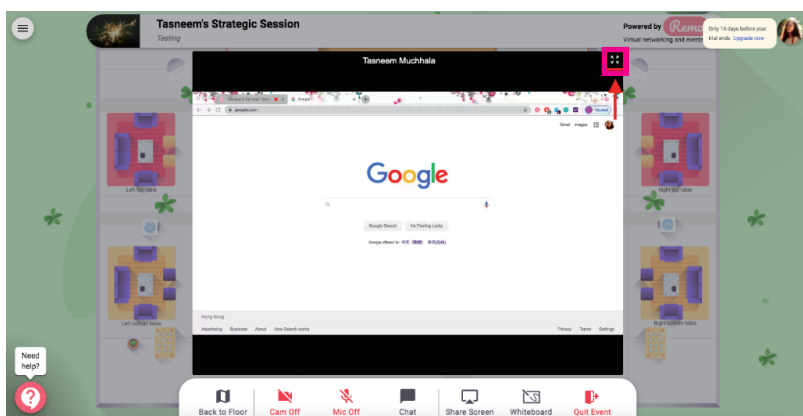
Let's move to a company booth that you want to attend after the reception  
We recommend you to keep your seat earlier since this booth capacity is six people



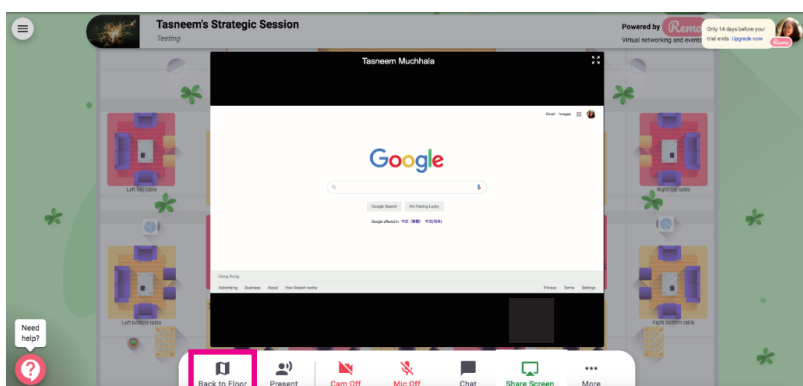
In the case that staff share their documents or power points,  
please make the screen bigger by the following steps.

**STEP 1**

please click on “Tile view” on  
menu bar and make the share  
screen bigger

**STEP 2**

You could also make it maximize  
by clicking on maximize button  
on upper right

**STEP 3**

When you want to make it back  
to the original size, please click  
on “Back to map”



Let's check how to use Chat to have communication with staff smoothly

**\*PLEASE DO NOT USE General chat since you will send messages to everyone**

### STEP 1



Please click on Chat on the center bottom of screen

### STEP 2



You are able to check documents or data that staff send to you from "Table Chat"

### STEP 3



You can click on the data and open it

# After Job Fare ends

## STEP 1

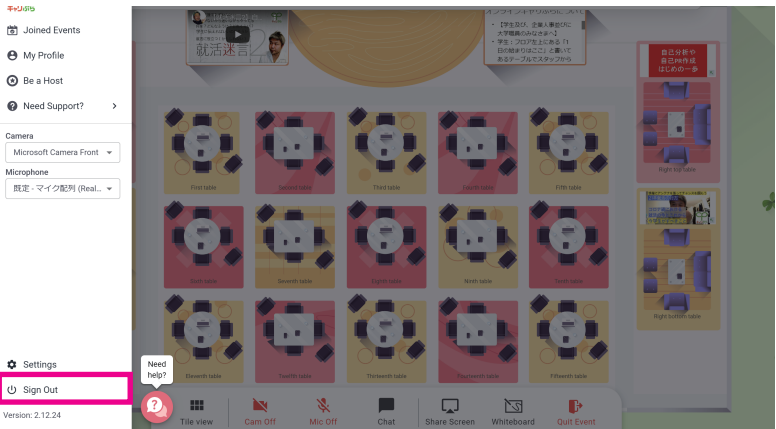
Let' s fill in the survey that operations staff send in empty booths

## STEP 2



Please click on three lines icon on upper left

## STEP 3



Please click on “Sign out” on the bottom of the menu

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## Q & A

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### Q.

●it' s howling or echoing

●I sent wrong information in Table chat  
or General chat

●I cannot hear staff

●Staff from company don' t start  
or don' t talk

●There is no floor button with my iPhone  
or Android

### A.

Here is how to fix :

<https://help.remo.co/en/article/how-to-remove-echo-when-on-remo-videoaudio-call-42ow4m/>

Please send message to operations staff  
with private chat so that they can delete  
them

Please move to booths for waiting or having  
problems and come back to the original booth  
Sometimes you need to do it again a few times  
If it didn' t work, please use earphones

Please chat to operations staff

Please click on down-arrow button on the  
upper right of the screen



## ■Contacts

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