Stanford GSB Remo Cheat Sheet

Logging onto Remo

Be sure to use your COMPUTER (laptop or desktop). Do NOT use a tablet, iPad, or phone.

Camera and Microphone

Make sure to use GOOGLE CHROME or FIREFOX as your browser.

TURN ON YOUR MICROPHONE AND CAMERA by clicking the icons at the bottom of your screen.

If you have MORE THAN ONE mic or camera, click the up arrow next to the icon to choose the camera or microphone you’d like to use.

Changing Your View

TO SEE PEOPLE LARGER, CLICK THE “TILE VIEW” button at the bottom of your screen.

TO SEE THE FLOOR PLAN, CLICK “BACK TO FLOOR”. Here you’ll be able to change tables.

Changing Tables and Changing Floors

TO CHANGE TABLES, DOUBLE CLICK on an empty seat. To see who’s at a table, click on the circle icon.

TO CHANGE FLOORS, SINGLE CLICK one of the elevator buttons on the left side of your screen.

Chatting with Other People

TO CHAT, CLICK THE CHAT BUTTON on the bottom of your screen. You can chat with the whole event, your table, or just one other person.

To find someone specific to chat with, use the search bar that says “Search by name…”

* If you are experiencing any issues with Remo, refresh your screen. Press CMD + SHIFT + R (Mac), or CTRL + Shift + R (PC)