

70th Symposium on Macromolecules Poster Session (P) & Exhibition & Banquet

Quick Guide

19 August 2021



miro

Poster Sessions will take place using the Remo and Miro virtual platforms

Operating System and Browser Requirements

Recommended browser

- ✓ **Google Chrome**
- ✓ **Firefox**
- ✓ **Apple Safari**



OS	OS Version	Browser
Windows	10	Chrome 77+
		Firefox 76+
Mac	10.13+	Microsoft Edge 87+
		Chrome 77+
	10.14.4+	Firefox 76+
		Safari 13+
	Chrome 77+	
	Firefox 76+	

<https://help.remo.co/en/support/solutions/articles/63000251000-what-operating-devices-and-browsers-are-supported-on-remo-conference->

You can check Remo system on your devices using following URL

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

Note

- ✓ **Web address (URL) will be shown on Web system of the Symposium on Macromolecules.**
- ✓ **URL will change daily.**
- ✓ **Poster Session & Exhibition will open from September 6 to September 8.**
- ✓ **All registered participants can join in Poster Session & Exhibition room.**
- ✓ **Recommended Browsers are Google Chrome, Firefox and Safari.**
- ✓ **You should do the access test in advance from August 27 to September 1.**
- ✓ **White board on REMO is linked to Miro which is an online visual collaboration platform**

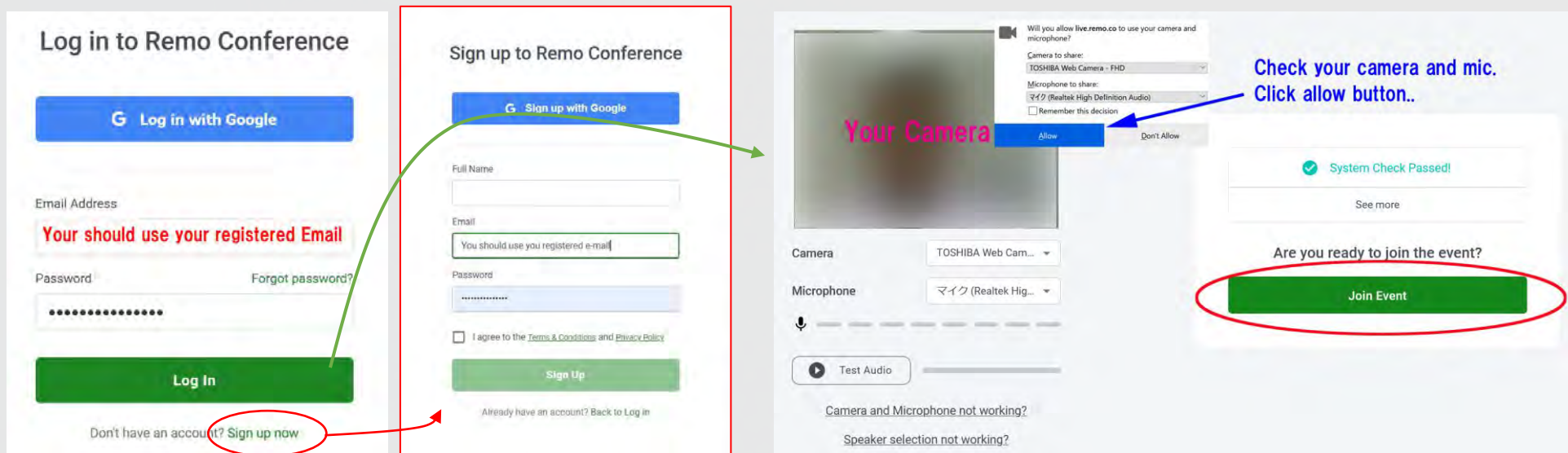
Log in

1. Click a green bar for login on the webpage (URL is announced)



2. Log in REMO using your registered mail address and password.

* Please sign up if you don't have an account.



Structure of Remo rooms

- ✓ You are placed at 1st entrance floor and are seated a specified table.
- ✓ You will move to other floors and tables which you like.
- ✓ Presentation rooms are from 2nd to 9th Floor.
- ✓ Help desks are located at 1st Floor.

The screenshot shows the Remo app interface for the 70th SPSJ Annual Meeting. At the top, there are navigation tabs: 'プロフィール設定 Profile setting', 'Remo移動方法 Moving method', '注意点 heed', and 'ホスト Host'. A 'Camera image' window is open, showing a black silhouette. Below the navigation is a grid of tables labeled 'Table 1' through 'Table 10', along with 'Left Top Break Table', 'Right Top Break Table', 'Left Bottom Break Table', and 'Right Bottom Break Table'. A blue arrow points to 'Table 8' with the label 'Your seat'. A red box highlights the 'Right Top Break Table' and 'Right Bottom Break Table' with the label 'Help Desk'. At the bottom, there are buttons for '2F・Map' through '9F・Map'. A 'Whiteboard' icon is highlighted with a pink arrow and the label 'Whiteboard'. On the left side, there is a 'Floor' selection panel with buttons for floors 1 through 10, and a red arrow points to the '1' button with the label 'Select Floor'. There is also an 'Option Edit Profile, etc.' label pointing to a menu icon and a 'Need Help?' button at the bottom left.

Poster Number	Floor
001 - 010	2 F
011 - 020	3 F
021 - 030	4 F
031 - 040	5 F
041 - 050	6 F
051 - 060	7 F
061 - 070	8 F
071 - 080	9 F

Change your profile

Presenters and participants should change your profile settings.

- **Editing Profile**
- **Change your profile picture if you need**

The screenshot shows the 'My Profile' editing interface in the REMO app. The left sidebar contains navigation options: 'My Events', 'Joined Events', 'My Profile' (highlighted with a red box), 'Need Support?', and 'Event Settings'. Below these are 'Remo Revolution Community', 'Camera' (set to 'TOSHIBA Web Cam...'), and 'Microphone' (set to 'マイク (Realtek Hig...)'). The main profile area includes a profile picture, an 'Edit Profile' button, and a 'Change Profile Picture' link. The 'Full Name *' field is highlighted with a blue arrow and contains the text '1Pa001 Lastname Firstname ** Univ.'. Other fields include 'Headline', 'Company', 'Job Title', and 'Meeting Schedule Link (e.g. Calendly)'. At the bottom are 'Save Changes' and 'Cancel' buttons. Annotations in red and blue text provide instructions on how to format the name for presenters and participants.

You should change your profile name by editing profile.

You can upload your avatar image on REMO.

If you are a presenter.
Presentation Numer + Name + Affiliation
(1Pa001 Lastname Firstname ** Univ.)

If you are a participant
Name + Affiliation

Browser

- ✓ Hard Refresh on your browser using shortcut key.
- ✓ Restart your browser or PC



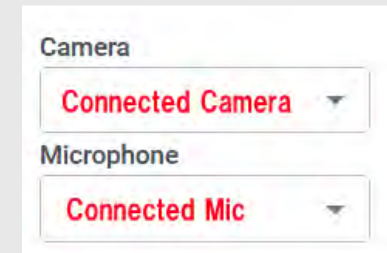
CTRL + SHIFT + R



CMD + SHIFT + R

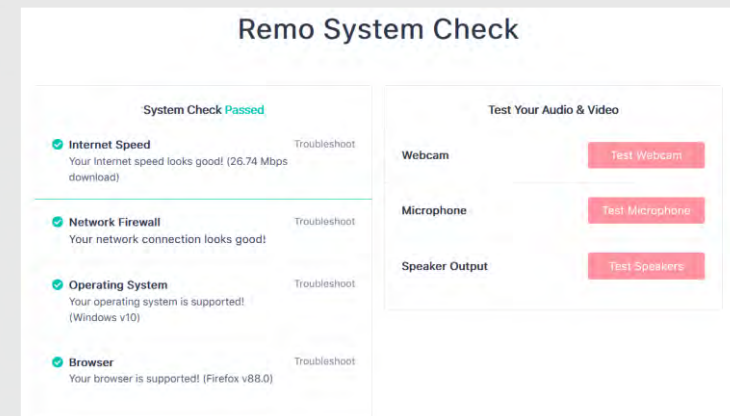
Camera and Microphone

- ✓ Click the menu button (three parallel horizontal lines) in the upper left corner of the screen
- ✓ Select a different Microphone and Camera source
- ✓ Another video conferencing program open like Zoom or Webex can cause Remo to be unable to access the camera/mic. In this case, the first thing to check on is if your browser is up to date.



Complete the geartest

- ✓ You can check REMO system on your devices using following URL <https://geartest.remo.co/>



Step 1. Move to floor & table

- **Click the Floor** (shown in Left side Bar) number which you want.
- **Double Click the table** for moving, poster number is shown bottom of table area.

Step 2. Join a presentation

- Please open “**Whiteboard**” to see the poster when you visit a Poste Table.
- The poster image can be freely scaling in you PC.
- Turn on **Camera** and **Mic** to speak to the presenter when you interact with the presenter.
- Use of **Chat** is not recommended.
- Please avoid staying a Poster Table after you finish the discussion.

Group a, b [10:00~11:50]

10:00~10:55 **Presentation of Odd number** (Third symbol of presentation number is “a”)

10:55~11:50 **Presentation of Even number** (Third symbol of presentation number is “b”)

Group c,d [13:00~14:50]

13:00~13:55 **Presentation of Odd number** (Third symbol of presentation number is “c”)

13:55~14:50 **Presentation of Even number** (Third symbol of presentation number is “d”)

Group e,f [15:00~16:50]

15:00~15:55 **Presentation of Odd number** (Third symbol of presentation number is “e”)

15:55~16:50 **Presentation of Even number** (Third symbol of presentation number is “f”)

Poster Presentation Schedule

Date: September 6 – September 8, 2021

Session : Each poster session is divided into three groups.

Presentation: You will make your poster presentation as following time.

Participants will join your table in your presentation time.

Group a,b 【 10:00~12:00】

9:30 ~10:00 Uploading your presentation material

10:00~10:55 **Presentation of Odd number** (Third symbol of presentation number is "a")

10:55~11:50 **Presentation of Even number** (Third symbol of presentation number is "b")

11:50~12:00 Delete your presentation material

Group c,d 【13:00~15:00】

12:30~13:00 Uploading your presentation material

13:00~13:55 **Presentation of Odd number** (Third symbol of presentation number is "c")

13:55~14:50 **Presentation of Even number** (Third symbol of presentation number is "d")

14:50~15:00 Delete your presentation material

Group e,f 【15:00~17:00】

14:30~15:00 Uploading your presentation material

15:00~15:55 **Presentation of Odd number** (Third symbol of presentation number is "e")

15:55~16:50 **Presentation of Even number** (Third symbol of presentation number is "f")

16:50~17:00 Delete your presentation material

Poster presentation JPEG file

Poster presentation JPEG file submission

August 23 (Mon.) 10:00 - August 25 (Wed.) 9:00 Deadline

- Log in to the presentation application site and submit.

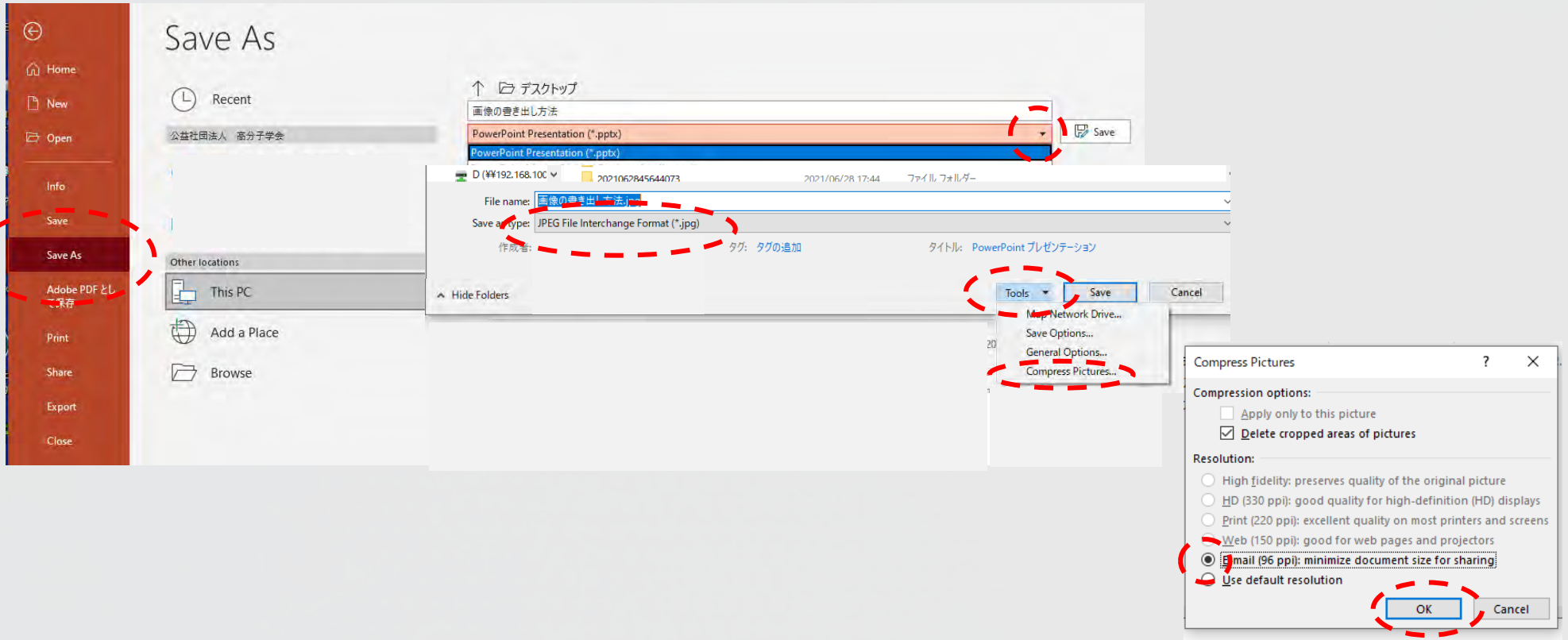
Presentation Materials	Image data
Format	JPEG
File Size	Less than 3 MB
Pixel Limit for JPEG Image	4494 × 3179 pixel or 3179 × 4494 pixel
Page	1 page
Title	Presentation number before the title
Footer	"70th Symposium on Macromolecules"

Download your own files after conversion

September 2 (Thu.) 10:00 - September 3 (Fri.) 17:00

- Log in to the presentation application site to view the materials uploaded as replacements and save them to your own PC.
- **You must use a download file for your presentation** at Remo, you need to do this download.

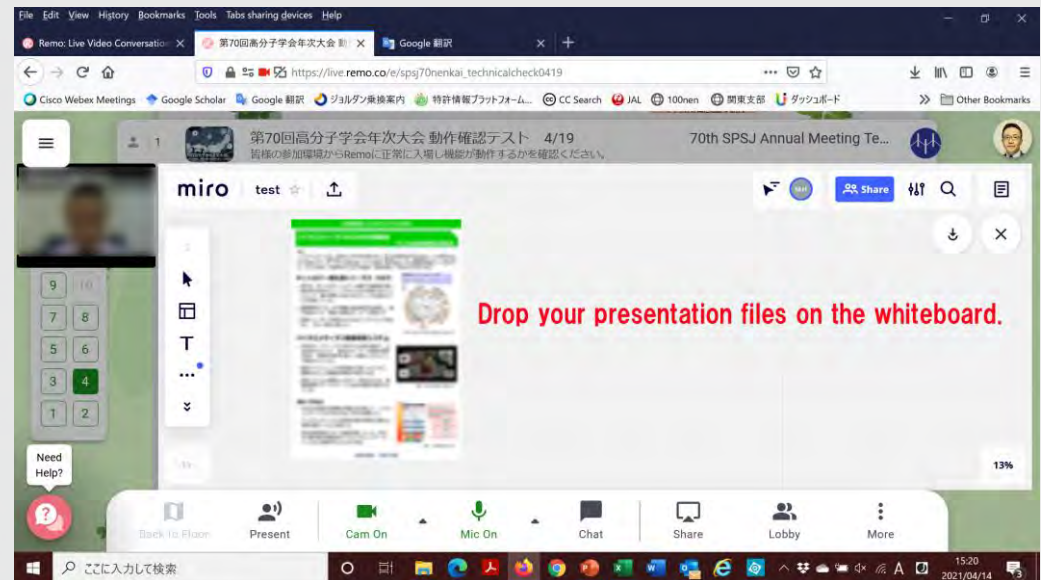
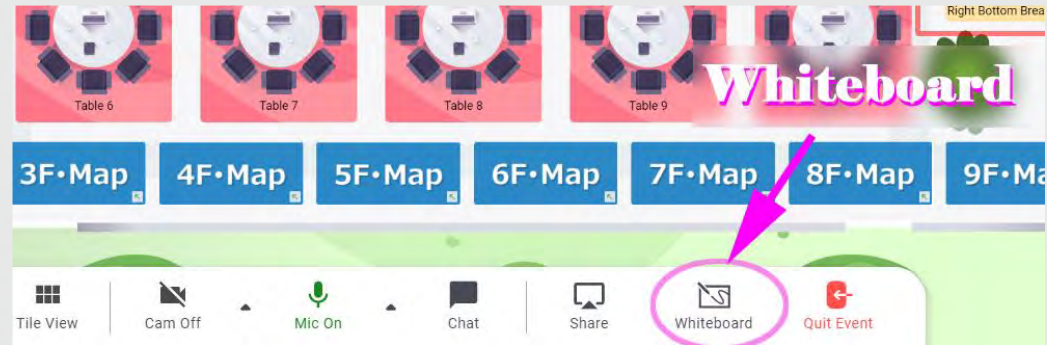
How to Convert Powerpoint to JPEG file



「Save As」 → Save a type 「JPEG File Interchange Format」 → 「Tools」 →
「Compress Pictures」 → 「E-mail (96ppi)」 → 「OK」

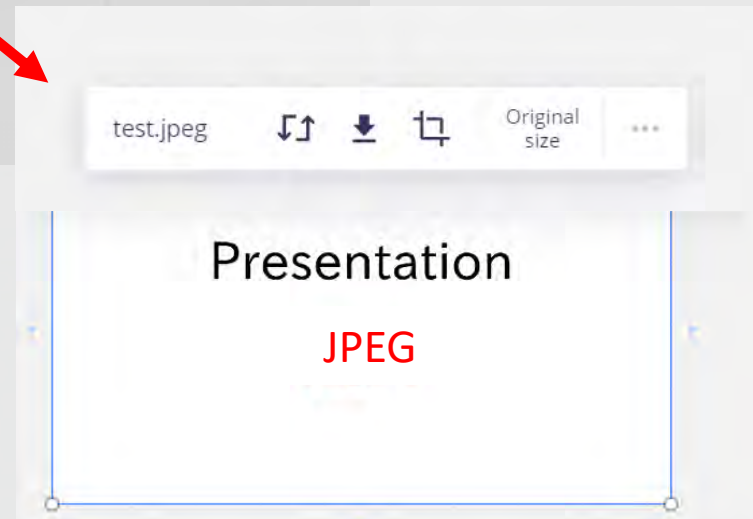
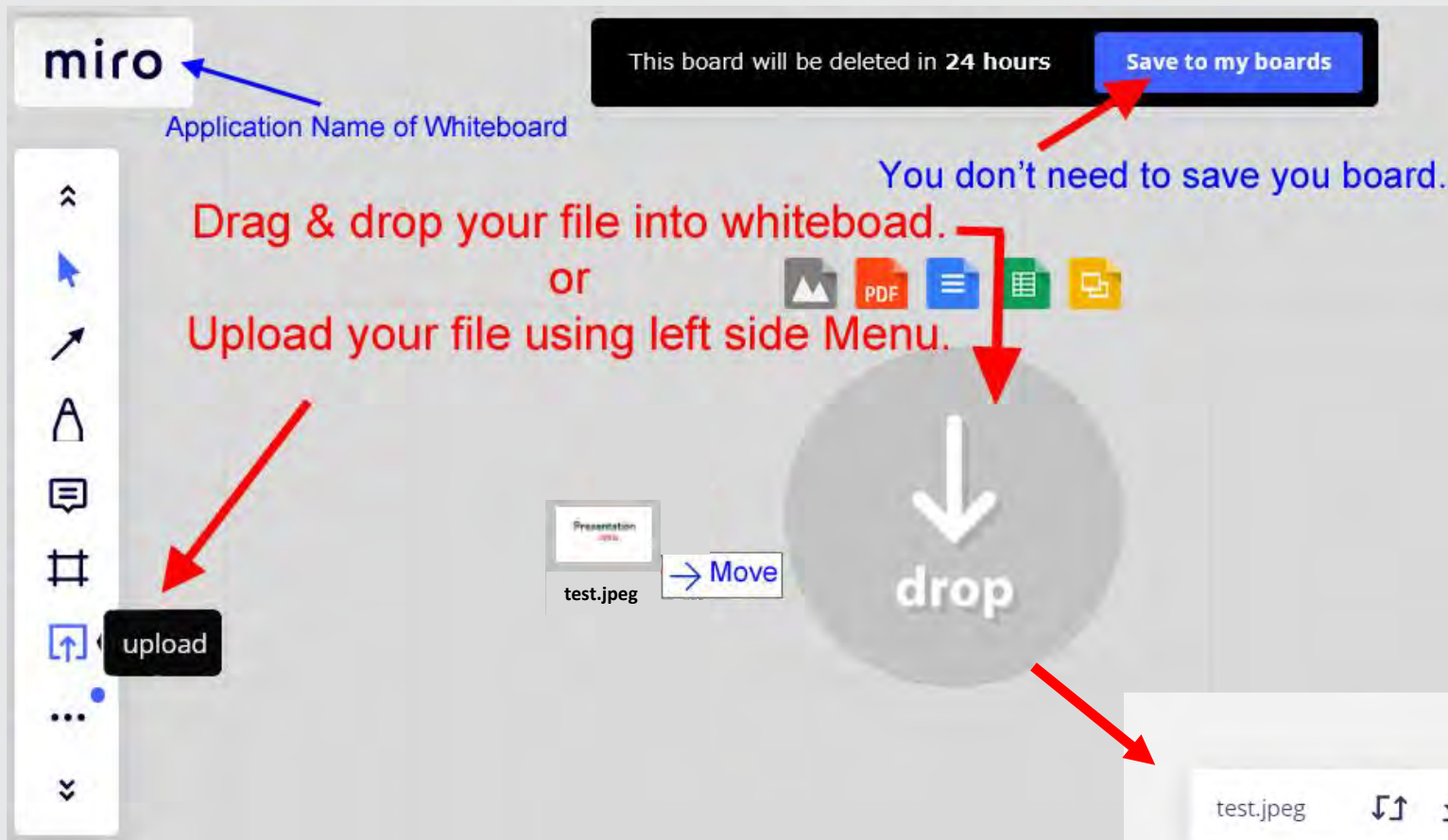
Presentation

- ✓ Move to your presentation floor by clicking floor and seat at your presentation table by double clicking.
- ✓ Table is named by presentation number.
- ✓ You and audiences at the table are shown in left area on your display.
- ✓ Turn on “Whiteboard” of Menu.
- ✓ Turn on Camera and Mic.
- ✓ Drag & drop your file on the whiteboard.
- ✓ After your presentation time end, you should delete your presentation file from the whiteboard.



How to Use the Miro Whiteboard on Remo?
<https://help.remo.co/en/support/solutions/articles/630002585-73-how-to-use-the-miro-whiteboard-on-remo->

Uploading your presentation file.



- ✓ Please confirm your file format is **JPEG**.
- ✓ You can upload your file using “**Drag & Drop**” or “**Uploading Menu**”
- ✓ You must upload your own download files after conversion

Show your cursor and find your materials on a mini map.

The screenshot shows the Miro interface with a presentation board titled "Presentation" containing a "JPEG" image. A navigation mini map is visible in the bottom right corner, showing a blue square representing the board. A blue arrow points from the text "Navigation Mini Map (just press M hotkey to open/close it)" to the mini map. A blue arrow points from the text "Show your cursor to audiences" to the cursor icon in the top right toolbar. A green arrow points from the text "Avatar of audience" to the audience avatar icon in the top right toolbar. A context menu is open on the left side of the board, with the "Delete" option highlighted in red.

miro test

Navigation Mini Map (just press M hotkey to open/close it)

Show your cursor to audiences

Avatar of audience

Scale to original size

Copy link

Link to Ctrl + K

Bring to front PgUp

Send to back PgDn

Copy Ctrl + C

Duplicate Ctrl + D

Create frame

Delete Delete

**Delete your board after your presentation time.
(Right click on mouse button)**

70th Symposium on Macromolecules Banquet Participation Guidelines

2021.08.18 vol.1+



公益社団法人 高分子学会

The Society of Polymer Science, Japan Since 1951

Outline of The Event

Date: September 7, 2021 (Tuesday)

Time: 18:30 - 20:00 *Opening time: 18:00, Closing time: 20:30

Venue: Remo *URL of the venue will be announced in the Web Proceedings and by e-mail.

	18:00 Opening of the venue
	18:30 Start of Social Banquet
3min	18:32 [Broadcast] Greetings from the moderator
15min	18:35 [Broadcast] Opening Remarks Kazunari Akiyoshi The 35th President of The Society of Polymer Science Kohzo Ito Chair of organizing committee, The 70th SPSJ Symposium on Macromolecules
68min	18:50 Chatting at the table Please feel free to move around the venue and enjoy video chatting with the participants.
2min	19:58 Broadcast·Greetings from the moderator
	20:00 End of Social Banquet
	20:30 closing of the venue

You cannot move around the venue or video chat at the table during the entire broadcast.

How to participate: Basic operation of Remo

When you log in, you will first be admitted to the 1st floor. You will be randomly assigned to a seat.

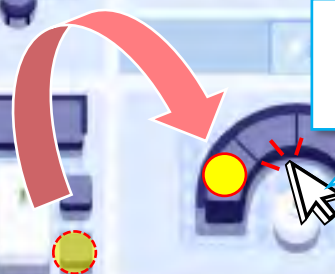
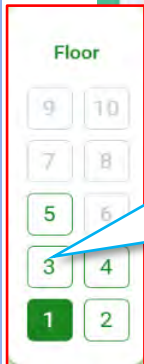
You can video chat with other participants at the same table. video chat between participants at the same table. Click on "Tile View" in the menu bar at the bottom of the screen to enlarge the view.

You can navigate by clicking on the floor number of the destination you want to go to.

Double-click on the destination table to move it.

At the table Turn on the camera and microphone!

Scrolling with the mouse Enlarge or reduce the venue screen



How to participate: Chat function

General Chat:
Send to the entire venue

Table Chat:
Chat within the table you are seated at.
Once you leave the table, your history will be deleted.

Private Chats:
Direct Sending to Specific Participants
All participants, including those who have already left, will be displayed.
If you have already left, you will not receive a message. Please note that those who have already "left" will not receive any messages.

You can search participants' names.

Click on "Chat"

メッセージ

名前を検索

全体チャット

全 全体チャット

テーブルチャット : Table 1

プライベートチャット

Remo運営スタッフ

Pサポート・スタッフ2

タイトルビュー

カメラオフ

マイクオン

チャット

画面共有

ホワイトボード

退出

Venue Configuration

