

Lincoln Business Expo Networking Room

Networking Room Instructions

- Create your profile – enter your name and smile for a quick photo! This platform will connect to your computer camera and mic. After you create your profile, you can jump in and out of the Networking Room throughout the show.
- Once you are in the Networking Room, click and hold down your cursor to move around.
- When you find another person or circle, move your circle icon close to them and the platform will automatically connect you. Once connected, you will be able to chat over your webcam.
- You are not limited to the number of people in your circle – you can connect with just one person at a time or visit in a large group.
- Send a message to those in your circle, a private message or message everyone in the “room”. The chat is located on the left-hand side of your screen.
- You can leave a circle at any point to find a new connection.

Networking Room Troubleshooting

- Laptop or desktop computer preferred. No tablets or mobile devices.
- Please have all other video conferencing platforms closed...Zoom, Webex ect.
- Troubleshoot any audio or video issues with the settings circle on the right-hand side of your screen.
- Change from full screen (only view those in your circle) to room view (see image below) by clicking the circle with arrows on the top left-hand side of the screen.
- Turn your video and audio on and off and share your screen with the green buttons at the bottom of “the room”.
- If your video won't show after you move to a new circle, try to turn it off, then back on.

