# First Confirmation Invitation

**Subject:** You are Invited to a New Kind of Focus Group

Dear **Name/Participant**,

Congratulations! You have been selected for a special research opportunity called Remesh. We would like to invite you to participate in an important **virtual** research conversation to help us gain a better understanding of **[TOPIC].** The session will take place promptly on **[Date/Time]** and will take no more than **[LENGTH]** of your time. You will be receiving an incentive of **[$]** for your full participation.

At Remesh, we value your honest opinions, and we do not expect you to be an expert on the subject matter. The more information you can provide, the more we can learn from you and put your opinions into action. Don't be shy in speaking your mind on the topic, and please be robust and thoughtful in your responses. **Your opinions are anonymous!** To learn more about the participant experience please review this video prior to our live session: [**Remesh - How to be a Participant**](https://vimeo.com/472287937/fa0e61d18b)

**Next Steps:**

* Please respond to **[EMAIL]** to **confirm** your availability.
* 24 hours before the Remesh conversation, you will receive a reminder about the conversation.
* The day of the conversation, you will receive additional reminders and **your access link.**

Thank you in advance for your time and we look forward to hearing your thoughts in the session!

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# 24 Hour Reminder

**Subject:** Reminder: 24 Hours Until Your Remesh Conversation

Hello **[Name/Participant]**,

Thank you for agreeing to participate in the Remesh virtual focus group! The session will take place on Tomorrow, **Date** from **Start Time to End Time ET** and will last approximately **X minutes**.

Please note this is your 24-hour reminder! **We will email you your dedicated participant link to join the conversation 15 minutes before the start of the conversation.**

**What are some tips for using the Remesh virtual Focus group?**

* Use Google Chrome as your browser if possible. If you are unable to use Google Chrome, use the latest versions of Firefox, Safari, or Edge.
* We ask that you join 10-15 minutes before the session begins to review the instructional overview.
* Please review this [**video**](https://vimeo.com/472287937/fa0e61d18b) to learn more about the Remesh Experience

* Try not to multitask! Remesh is a live, streaming conversation, which means you won’t be able to revisit previous questions. Be sure to stay in the Remesh tool to have the opportunity to provide your feedback on all the questions.

Thank you in advance for your participation. Your feedback is very important to us.

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# 1 Hour Reminder

**Subject:** Reminder: 1 Hour Until Your Remesh Conversation

Hello [**Name/Participant]**,

Thank you for agreeing to participate in our Remesh conversation. Our conversation will begin in one hour.

Your participant link will be included in the next email, which you will receive approximately **20 minutes** prior to the conversation start time. Please access the link as soon as you receive it to join the waiting room. 7 minutes before the conversation starts, please follow the next steps:

1. Click **“Get started”**
2. Agree to the conversation terms, privacy policy, and cookies policy (optional)
3. Click **“Accept”**
4. Respond to onboarding poll questions
5. When onboarding polls are completed, you will be then presented with a countdown until the conversation is ready to begin and be asked to wait in the “Waiting Room”
6. Quickly click the **“Join Conversation”** button when it appears. *We want to accommodate as many participants as possible, but if the room reaches capacity, you could be turned away due to the Remesh session limit.*
7. Please stay for the entire conversation, as you will be required to respond to each question with a full thought-filled response to receive your incentive.

At Remesh, we value your honest opinions, and we do not expect you to be an expert on the subject matter. The more information you can provide, the more we can learn from you and put your opinions into action. Don't be shy in speaking your mind on the topic, and please be robust and thoughtful in your responses. Your opinion remains anonymous, and we love to hear from you!

We hope you’re excited for the Remesh conversation, and we look forward to speaking with you shortly!

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20 Minutes Reminder

**Subject:** Remesh Participant Link Enclosed

Hi [**Name/Participant]**

Thank you for agreeing to participate in the Remesh virtual focus group. This session will take place in 20 minutes and start promptly at **Start Time ET.** We ask that you join now.

***Please Click on the link below to enter the session.* *For a better experience, please make sure to access the virtual focus group on a computer or laptop.***

***Enter Session*** [Include unique hyperlink for each participant]

Thank you in advance for your participation. Your feedback is very important to us.

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Other Items You May Want To Include In Messaging To Your Participants:

* Please be respectful when answering the moderator, and refrain from using profanity, vulgar, or crude language, racist, sexist, or prejudice remarks.
* No Microphone or Video will be needed. This is a live event.
* The concepts, materials, and information shown or discussed during the research study in which you may participate are confidential, and you must agree that you will not disclose or discuss anything you see and hear during the research with any third party.
* You may not identify the client, the nature of the product or information, or refer to any materials or anything you see and hear during the research study to anyone in any manner, including verbally, in writing (including text messages and email), by posting on Twitter, Facebook, reddit or any other social media, web posting, internet blog, or other Internet comment board.
* NOTE: In order to be incentivized, you need to participate fully in the session and be respectful with your responses.
* Do not share this link provided in your email reminder with anyone else. It is your special invitation and only you may participate in the session once. If you share your invite, manipulate the link or we find out you were not qualified to take the study, you will not receive credit and our panel compliance team may take further action on your account.