

# Orique

# Application Documentation

Operator, network, session, and browser client guide

Offline-first meeting collaboration for macOS and browser clients  
Generated 2026-08-12 · Version 1.0.4

# Contents

|                                                             |               |
|-------------------------------------------------------------|---------------|
| <b>Oriqué documentation</b>                                 | <b>7</b>      |
| Documentation index . . . . .                               | 7             |
| Recommended reading paths . . . . .                         | 8             |
| Quick facts . . . . .                                       | 8             |
| <br><b>Purpose and areas of use</b>                         | <br><b>10</b> |
| What Oriqué does . . . . .                                  | 10            |
| Design goals . . . . .                                      | 10            |
| Offline-first operation . . . . .                           | 10            |
| Low-friction participation . . . . .                        | 10            |
| Operator control . . . . .                                  | 10            |
| Anonymous room presentation . . . . .                       | 10            |
| Portable sessions . . . . .                                 | 11            |
| Roles . . . . .                                             | 11            |
| Operator . . . . .                                          | 11            |
| Participant . . . . .                                       | 11            |
| Display . . . . .                                           | 11            |
| Moderator . . . . .                                         | 11            |
| Suitable areas of use . . . . .                             | 11            |
| Conferences and seminars . . . . .                          | 11            |
| Workshops and facilitated meetings . . . . .                | 12            |
| Education and training . . . . .                            | 12            |
| Company meetings and town halls . . . . .                   | 12            |
| Retreats, planning sessions, and deliberation . . . . .     | 12            |
| Installations and controlled-device environments . . . . .  | 12            |
| Less suitable situations . . . . .                          | 12            |
| <br><b>Requirements and network preparation</b>             | <br><b>14</b> |
| System requirements . . . . .                               | 14            |
| Operator Mac . . . . .                                      | 14            |
| Client devices . . . . .                                    | 14            |
| Network address and port . . . . .                          | 14            |
| Same-subnet recommendation . . . . .                        | 15            |
| Network features that commonly prevent connection . . . . . | 15            |
| macOS firewall . . . . .                                    | 15            |
| Internet access . . . . .                                   | 15            |
| Kiosk-mode recommendations . . . . .                        | 16            |

|                                                  |           |
|--------------------------------------------------|-----------|
| Participant-device suggestions . . . . .         | 16        |
| Room-display suggestions . . . . .               | 16        |
| Moderator-device suggestions . . . . .           | 16        |
| Capacity . . . . .                               | 16        |
| Media and bandwidth planning . . . . .           | 17        |
| Venue readiness checklist . . . . .              | 17        |
| <b>Getting started</b>                           | <b>18</b> |
| 1. Prepare the network . . . . .                 | 18        |
| 2. Create or open a session . . . . .            | 18        |
| 3. Start the server . . . . .                    | 18        |
| 4. Share the join address . . . . .              | 18        |
| 5. Join a browser client . . . . .               | 18        |
| 6. Assign special roles . . . . .                | 19        |
| 7. Create participant groups . . . . .           | 19        |
| 8. Prepare content . . . . .                     | 19        |
| Reusing a previous event's preparation . . . . . | 19        |
| 9. Prepare the agenda . . . . .                  | 20        |
| 10. Rehearse . . . . .                           | 20        |
| 11. Run the event . . . . .                      | 21        |
| 12. Finish safely . . . . .                      | 21        |
| <b>Operator interface guide</b>                  | <b>22</b> |
| Side panel . . . . .                             | 22        |
| Participants . . . . .                           | 22        |
| Selecting a target . . . . .                     | 23        |
| Participant context menu . . . . .               | 23        |
| Groups . . . . .                                 | 23        |
| Auto tag . . . . .                               | 23        |
| Filter text messages to recipients . . . . .     | 23        |
| Commands . . . . .                               | 24        |
| Timer . . . . .                                  | 24        |
| Message . . . . .                                | 24        |
| Clear Screens . . . . .                          | 24        |
| Overview tab . . . . .                           | 24        |
| Status . . . . .                                 | 24        |
| Join URL and QR code . . . . .                   | 24        |
| Plan . . . . .                                   | 24        |
| Rehearsal . . . . .                              | 25        |
| Word cloud . . . . .                             | 25        |

|                                                      |    |
|------------------------------------------------------|----|
| Agenda tab . . . . .                                 | 25 |
| Agendas . . . . .                                    | 26 |
| Table . . . . .                                      | 26 |
| Adding items . . . . .                               | 27 |
| Presenting . . . . .                                 | 27 |
| Organizing . . . . .                                 | 27 |
| Discussions tab . . . . .                            | 28 |
| Table hierarchy . . . . .                            | 28 |
| Creating or editing a discussion . . . . .           | 28 |
| Context-menu actions . . . . .                       | 28 |
| Acting on a selection of answers . . . . .           | 29 |
| Questionnaires tab . . . . .                         | 29 |
| Question types . . . . .                             | 30 |
| Creating or editing . . . . .                        | 30 |
| Table hierarchy . . . . .                            | 31 |
| Context-menu actions . . . . .                       | 31 |
| Word clouds . . . . .                                | 31 |
| Combining text into one message . . . . .            | 32 |
| Scores tab . . . . .                                 | 32 |
| Table . . . . .                                      | 33 |
| Showing the leaderboard or personal scores . . . . . | 33 |
| Comments tab . . . . .                               | 33 |
| Q&A queue tab . . . . .                              | 34 |
| Promoting text into the queue . . . . .              | 35 |
| Table . . . . .                                      | 35 |
| Context-menu actions . . . . .                       | 35 |
| Presenting the queue . . . . .                       | 36 |
| Tags tab . . . . .                                   | 36 |
| Media tab . . . . .                                  | 37 |
| Adding media . . . . .                               | 37 |
| Media rows . . . . .                                 | 37 |
| Reactions tab . . . . .                              | 38 |
| Settings . . . . .                                   | 38 |
| Language . . . . .                                   | 39 |
| Participant screen . . . . .                         | 39 |
| Background . . . . .                                 | 39 |
| Search . . . . .                                     | 39 |
| File, Edit, View, and Help menu commands . . . . .   | 40 |
| File . . . . .                                       | 40 |
| Edit . . . . .                                       | 40 |

|                                                  |           |
|--------------------------------------------------|-----------|
| Importing content from another session . . . . . | 40        |
| Undo . . . . .                                   | 41        |
| View . . . . .                                   | 42        |
| Help . . . . .                                   | 42        |
| Table state . . . . .                            | 42        |
| <b>Browser client guide</b>                      | <b>43</b> |
| Opening Orique . . . . .                         | 43        |
| Joining . . . . .                                | 43        |
| Connection states . . . . .                      | 44        |
| Participant chrome . . . . .                     | 44        |
| Language . . . . .                               | 44        |
| Comments . . . . .                               | 45        |
| Reactions . . . . .                              | 45        |
| Presentation content . . . . .                   | 45        |
| Answering questions . . . . .                    | 45        |
| Single choice . . . . .                          | 45        |
| Multiple choice . . . . .                        | 45        |
| Free text . . . . .                              | 45        |
| Grade . . . . .                                  | 46        |
| Answering a questionnaire . . . . .              | 46        |
| Walking through a discussion . . . . .           | 46        |
| Results . . . . .                                | 47        |
| Scores leaderboard and personal score . . . . .  | 47        |
| The Q&A queue . . . . .                          | 47        |
| Timers . . . . .                                 | 47        |
| Display clients . . . . .                        | 47        |
| Moderator workspace . . . . .                    | 48        |
| Tabs . . . . .                                   | 49        |
| Table and filtering . . . . .                    | 49        |
| Row selection . . . . .                          | 49        |
| Editing . . . . .                                | 49        |
| Tag shortcuts . . . . .                          | 49        |
| Combining answers . . . . .                      | 49        |
| Browser-local data . . . . .                     | 50        |
| Attention reporting and privacy . . . . .        | 50        |
| <b>Sessions, operation, and troubleshooting</b>  | <b>51</b> |
| Session documents . . . . .                      | 51        |
| One session at a time . . . . .                  | 51        |

|                                                                     |    |
|---------------------------------------------------------------------|----|
| Creating, opening, and copying . . . . .                            | 51 |
| Storage recommendations . . . . .                                   | 51 |
| Event-day operating checklist . . . . .                             | 52 |
| Before opening the room . . . . .                                   | 52 |
| While participants join . . . . .                                   | 52 |
| During presentation . . . . .                                       | 52 |
| After the event . . . . .                                           | 52 |
| Troubleshooting . . . . .                                           | 53 |
| No join URL appears . . . . .                                       | 53 |
| The join URL opens on the Mac but not on other devices . . . . .    | 53 |
| The page loads but stays Connecting . . . . .                       | 53 |
| Connection lost — reconnecting . . . . .                            | 53 |
| This meeting is full . . . . .                                      | 53 |
| The wrong IP address is shown . . . . .                             | 54 |
| A participant appears twice . . . . .                               | 54 |
| A participant reloaded and lost progress . . . . .                  | 54 |
| Submitted content does not appear . . . . .                         | 54 |
| Text is missing from results but counts are correct . . . . .       | 54 |
| Finding a specific answer . . . . .                                 | 54 |
| The window says Rehearsing . . . . .                                | 55 |
| The Q&A queue does not appear on participant screens . . . . .      | 55 |
| A promoted question is not the text the participant wrote . . . . . | 55 |
| I deleted the wrong thing . . . . .                                 | 55 |
| Build Word Cloud is not in the menu . . . . .                       | 56 |
| A client is showing the wrong language . . . . .                    | 56 |
| Results stopped updating . . . . .                                  | 56 |
| A display still shows participant controls . . . . .                | 56 |
| A moderator sees no answers . . . . .                               | 56 |
| Local media cannot be pushed . . . . .                              | 56 |
| Video will not play or seek . . . . .                               | 57 |
| YouTube does not play . . . . .                                     | 57 |
| Background or text is difficult to read . . . . .                   | 57 |
| Save As is disabled . . . . .                                       | 57 |
| A synchronized-folder warning appears . . . . .                     | 57 |
| Current operational limitations . . . . .                           | 57 |

# Orique documentation

Orique is a macOS meeting-collaboration hub. One operator runs the native application, and participants connect to its embedded web server from browsers on the local network. The operator can present prepared content, collect answers and feedback, moderate text, show anonymous results, and run the event from an agenda.

This documentation describes the current application as implemented. Planned features are not presented as available features.

The interface guides include screenshots captured from a representative session. Image files are stored in [images/](#) so Markdown-to-PDF tools can resolve them without external network access.

## Documentation index

### 1. Purpose and areas of use

- What Orique does
- Design goals
- Roles
- Suitable areas of use
- Less suitable situations

### 2. Requirements and network preparation

- System requirements
- Network address and port
- Same-subnet recommendation
- Network features that commonly prevent connection
- macOS firewall
- Internet access
- Kiosk-mode recommendations
- Capacity
- Media and bandwidth planning
- Venue readiness checklist

### 3. Getting started

- Preparing the network, session, and server
- Sharing the join address and connecting clients
- Assigning roles and creating groups
- Preparing content and the agenda
- Reusing a previous event's preparation
- Rehearsing, running the event, and finishing safely

### 4. Operator interface guide

- Side panel
- Overview
- Agenda
- Discussions
- Questionnaires
- Word clouds
- Combining text into one message

- Scores
- Comments
- Q&A queue
- Tags
- Media
- Reactions
- Settings, including language
- Search
- File, Edit, View, and Help menu commands
- Importing content from another session
- Undo
- Table state

#### 5. [Browser client guide](#)

- Opening Orique, joining, and connection states
- Participant chrome, language, and presentation content
- Answering questions, questionnaires, and discussions
- Results, the scores leaderboard, the Q&A queue, and timers
- Display clients
- Moderator workspace
- Browser-local data
- Attention reporting and privacy

#### 6. [Sessions, operation, and troubleshooting](#)

- Session documents, copying, importing, and storage
- Event-day operating checklist
- Troubleshooting
- Current operational limitations

## Recommended reading paths

**First-time operator:** read [Purpose and areas of use](#), [Requirements and network preparation](#), and [Getting started](#), then keep the [Operator interface guide](#) open during rehearsal.

**Venue IT or network administrator:** read [Requirements and network preparation](#), especially the port, routing, firewall, and wireless-client-isolation sections.

**Participant or room-display technician:** read [Browser client guide](#).

**Event-day troubleshooting:** go directly to [Sessions, operation, and troubleshooting](#).

## Quick facts

- The operator application runs on macOS.
- Clients use a browser and do not install an Orique client application.
- The Mac hosts the web page, WebSocket connection, and local media.
- The default address is <http://<mac-ip-address>:8080>.
- The server listens on TCP port 8080.
- Clients and the Mac should preferably be on the same subnet.
- Essential venue workflows are designed to run without internet access.
- YouTube media is the exception and requires internet access when presented.

- A session is stored in a portable `.orique` package.
- Room-facing answers and results are anonymous; the operator can retain participant attribution.
- Participants can upvote a Q&A queue, but only the operator puts questions into it.
- The operator application and the browser client are both available in nine languages, and the operator can import a custom language file for the browser client.
- Word clouds need Apple Intelligence on the operator's Mac; nothing else in Orique does.
- The product is designed for approximately 20–150 simultaneous browser clients, subject to the active plan and the venue network.

# Purpose and areas of use

[Documentation index](#)

## What Orique does

Orique gives one meeting operator a central place to prepare, deliver, and moderate an interactive session. The operator runs Orique on a Mac. Everyone else joins from a browser by opening the address shown in the application or by scanning its QR code.

The operator can:

- present images, videos, messages, timers, questions, questionnaires, discussions, anonymous quotes, and results;
- target everyone, a participant group, or selected participants;
- collect votes, written answers, comments, and like/dislike reactions;
- edit, tag, filter, and moderate submitted text;
- assign browser connections as participants, room displays, or moderators;
- build a word cloud from selected text answers and show it to the room;
- mark correct options on choice questions and show a named leaderboard or each participant's own score;
- promote selected comments or text answers into a room-wide Q&A queue that participants upvote;
- prepare an ordered agenda and advance through it during the meeting;
- run the room in any of nine languages, let each participant choose their own, or import a custom language file for the browser client;
- export CSV data and a Markdown or PDF session report after the event; and
- keep authored material, imported local media, participants, and responses in one portable session document.

The browser is not merely a remote slide viewer. It is an interactive meeting surface that can change immediately when the operator pushes new content. Orique's server remains authoritative: after a temporary disconnection, a client reconnects and receives the current display settings and the content it should be showing.

## Design goals

### Offline-first operation

The main event workflow does not depend on a cloud service, external account, or content-delivery network. Orique serves its browser client and imported media directly from the operator's Mac over the venue LAN.

Internet access is not required for local images, local videos, questions, discussions, answers, results, comments, reactions, messages, timers, agendas, or moderation. YouTube is a deliberate exception: a YouTube item is a remote reference and needs working internet access when it is displayed.

### Low-friction participation

Participants need a browser, the meeting URL, and a display name. They do not need to create an account, install an app, or enter a session code. Their browser stores a device identity so the same browser profile can reclaim its participant record after a reload or network interruption.

### Operator control

The operator chooses what is on each screen, when it appears, and who receives it. The operator can monitor connections, change client roles, organize people into groups, moderate text, filter room-facing text, and clear screens.

### Anonymous room presentation

The operator can see which participant submitted an answer, but answers pushed as quotes and results shown to the room do not include participant names. Browser moderators also receive anonymous moderation rows rather than participant identities.

The scored-question leaderboard is the deliberate exception: it names the top participants on the screens it is sent to, so pushing it for the first time in a session asks the operator to confirm that. A participant's own score, sent to their own device only, is not an exception in the same sense — it is private to the one screen it reaches.

## Portable sessions

Each meeting is a `.orique` document containing a database and its imported media. The file can be copied to another Mac and reopened with its prepared content and collected responses intact.

## Roles

### Operator

The operator uses the native macOS application. This is the control surface for the session document, embedded server, participants, content, moderation, and agenda.

Only the operator can promote a connected browser to another role.

### Participant

A participant joins through a browser, enters a name, receives pushed content, and can answer questions and discussion topics. Depending on the operator's display settings, the participant can also rename themselves, send comments, and press like or dislike.

### Display

A display is a browser connection assigned the **Display** role by the operator. It is intended for a projector, television, shared room screen, or other unattended presentation device.

Display clients do not show the personal name badge, comment composer, or reaction buttons. For question and questionnaire presentations, the operator can keep voting forms on participant devices while showing results on room displays.

A display currently counts as a normal connection. There is not yet a dedicated `/display` joining flow or an unlimited display-only connection.

### Moderator

A moderator is a browser connection assigned the **Moderator** role by the operator. Instead of presentation content, it receives an anonymous, live-updating moderation workspace.

Moderators can inspect and edit answer text, apply operator-approved tags, and combine multiple answers into a message. Combined messages are appended to the built-in **Moderation** agenda for operator review; a remote moderator cannot insert an item into the agenda currently selected by the operator.

## Suitable areas of use

Orique is particularly useful when the facilitator needs structured interaction and direct control of room-facing content.

### Conferences and seminars

- audience polling;
- collecting questions or observations, and putting a curated set of them to the room as an upvoted Q&A queue;
- showing live, anonymous results;
- displaying session media and timers;
- using a room-display browser for the shared screen.

## Workshops and facilitated meetings

- gathering ideas from every participant;
- walking groups through a sequence of discussion prompts;
- tagging feedback by exercise, theme, or agenda section;
- combining selected answers into a summary message;
- targeting tasks or content to groups.

## Education and training

- formative assessment and knowledge checks, including scored quizzes with a leaderboard or per-participant scores;
- free-text reflection;
- grade-scale questions;
- paced topic discussions;
- classroom reactions and comments;
- local operation where internet access is restricted or unreliable.

## Company meetings and town halls

- pulse checks and anonymous feedback;
- collecting questions as comments, promoting the best of them to the Q&A queue, and letting the room upvote what should be answered first;
- displaying management messages and countdowns;
- distributing different content to selected teams;
- moderating responses before they are shown publicly.

## Retreats, planning sessions, and deliberation

- collecting proposals;
- using questionnaires to compare views;
- organizing responses with tags;
- moving selected material into a prepared agenda;
- revisiting live results as more answers arrive.

## Installations and controlled-device environments

Orique can be used with managed tablets, kiosk computers, and room displays. Kiosk or guided-access modes reduce accidental navigation and make the operator's attention indicators more meaningful.

## Less suitable situations

Orique is not currently intended as:

- an internet-hosted webinar platform for remote public access;
- a video-conferencing or audio-conferencing system;
- a participant-registration or identity-verification system;
- a long-term cloud survey service;
- a scheduled or cloud-delivered reporting platform — Orique exports CSV files and a session report on the operator's request, and nothing more;
- an open Q&A board where participants post questions directly — the room can only upvote questions the operator has promoted into the queue; or
- a replacement for venue network planning.

The Mac must remain running, the Orique server must remain started, and every client must be able to route traffic to the Mac for the duration of the session.

# Requirements and network preparation

[Documentation index](#)

## System requirements

### Operator Mac

The operator needs:

- a Mac capable of running the installed version of Orique;
- macOS 26 or later for the current project build;
- permission to accept incoming local-network connections;
- a stable wired Ethernet or Wi-Fi connection to the venue LAN;
- enough free storage for the `.orique` document and imported media; and
- power for the full event, preferably with the Mac connected to its charger.

Word clouds, and only word clouds, additionally need Apple Intelligence: the keywords they are built from are produced by the on-device model. A Mac without it runs everything else normally, and the Overview tab says which case this Mac is in. Nothing about Orique requires Apple Intelligence to be turned on.

For reliability, disable sleep for the duration of the meeting and avoid switching network interfaces after participants have joined. If the Mac's IP address changes, the displayed join URL changes and existing connections can no longer reach the old address.

### Client devices

Each participant, display, or moderator needs:

- a modern browser with JavaScript, WebSocket, `localStorage`, and `sessionStorage` enabled;
- an active connection to a network that can reach the operator Mac;
- permission to open an ordinary HTTP page on the local network; and
- a browser profile that is not automatically deleting site data if identity and vote history should survive reloads.

Phones, tablets, laptops, and managed kiosk devices are appropriate. The browser receives the client application directly from Orique; no client app installation is required.

## Network address and port

Orique's embedded server listens on all IPv4 interfaces on:

TCP port 8080

The Overview tab shows a URL in this form:

`http://192.168.1.25:8080`

The actual IP address depends on the Mac's active network interface. Clients must be able to reach both that IP address and TCP port 8080.

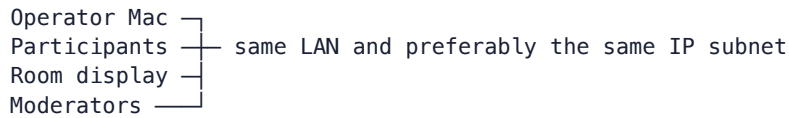
The same origin is used for:

- the browser application over HTTP;
- its WebSocket connection at `/ws`;
- imported session media at `/media/...`; and
- an imported custom language file, where one is in use, at `/localization/custom.json`.

Allowing only the first page request is not enough. A proxy, firewall, or filter that blocks WebSockets will leave the page unable to participate, and a filter that blocks media paths will prevent images and videos from appearing.

## Same-subnet recommendation

The preferred topology is:



Keeping the Mac and clients on the same subnet minimizes routing, access-control, multicast, captive-portal, and firewall surprises. Being on the same Wi-Fi name does not guarantee reachability: enterprise networks often place clients in separate VLANs or prevent wireless clients from talking to one another.

Different subnets can work if the venue deliberately routes between them and permits client-to-Mac traffic on TCP port **8080**. Orique does not provide NAT traversal, cloud relaying, or an externally hosted fallback.

## Network features that commonly prevent connection

Ask venue IT to check the following before the event:

- **Wireless client isolation / AP isolation:** must be disabled for the Orique network, or an explicit exception must permit clients to reach the Mac.
- **Inter-VLAN routing:** required if the Mac and browsers are in different VLANs or subnets.
- **Firewall rules:** must allow inbound TCP **8080** to the Mac and return traffic to clients.
- **WebSocket filtering:** the HTTP connection must be allowed to upgrade to a WebSocket at **/ws**.
- **Captive portals:** every device should finish any portal sign-in before joining.
- **Guest-network restrictions:** many guest networks block peer-to-peer access even when all devices show the same SSID.
- **VPN software:** a full-tunnel VPN can route local addresses away from the venue LAN or block local access. Disconnect it unless venue IT has verified the route.
- **Multiple Mac interfaces:** if Ethernet, Wi-Fi, virtual adapters, or VPNs are active together, verify that the URL shown by Orique uses an address the clients can reach.
- **Address changes:** reserve the Mac's DHCP lease or use a stable local address for long events.

## macOS firewall

When macOS asks whether Orique should accept incoming network connections, allow it. If clients can open no part of the join URL, inspect **System Settings** → **Network** → **Firewall** and any third-party endpoint-security product.

Venue-managed Macs may require an administrator to permit Orique before event day.

## Internet access

Internet access is not required for Orique's core workflow. The following can remain local:

- joining;
- real-time WebSocket communication;
- imported images and videos;
- questions, questionnaires, and discussions;
- comments, reactions, and results;
- messages and timers;
- agendas and moderation.

YouTube media requires internet access from the client that displays it. YouTube's player API and video stream are loaded from YouTube at presentation time. Do not use YouTube for an event that must be completely offline; import a local video file instead.

## Kiosk-mode recommendations

Browser clients work in a normal tab, but kiosk mode is preferable for dedicated participant devices and strongly recommended for room displays. Depending on the platform, this may be called kiosk mode, fullscreen, single-app mode, Guided Access, app pinning, or assigned access.

Kiosk-style operation helps by:

- preventing accidental navigation away from Orique;
- hiding browser controls on shared displays;
- discouraging participants from switching to unrelated tabs;
- keeping the page visible and focused;
- making the operator's attention warning more meaningful; and
- preventing screen sleep or lock when the device is configured accordingly.

The browser Fullscreen API cannot always detect an operating-system-level kiosk mode. Orique's attention indicator therefore treats page visibility and focus as the important signals; fullscreen status is informational.

## Participant-device suggestions

- Open only the Orique URL.
- Use Guided Access, app pinning, or the browser's kiosk mode when devices are supplied by the organizer.
- Disable automatic screen locking for the event, subject to organizational policy.
- Keep the device charged.
- Avoid private browsing if the device should retain its identity and acknowledged votes after reloads.

## Room-display suggestions

- Use a dedicated browser profile and join with a recognizable name such as **Main projector**.
- Have the operator change its role to **Display**.
- Enable OS-level kiosk or fullscreen mode.
- Disable sleep, screen savers, notifications, and automatic updates.
- Test video playback and audio output in advance.
- Use wired Ethernet where possible.

## Moderator-device suggestions

- Use a laptop or tablet with enough width for the moderation table.
- Join normally, then have the operator change the connection to **Moderator**.
- Do not use the moderator role on a public screen: although participant identity is excluded, submitted text is visible.

## Capacity

The architecture targets approximately 20–150 simultaneous browser clients. Actual reliability depends heavily on the access points, radio conditions, client mix, media bitrate, and venue routing.

The free plan currently permits up to four simultaneous connections. An active unlimited subscription removes the application-level participant cap. Display and moderator connections still count as clients.

The server reads the active entitlement when it starts. If the entitlement changes, stop and restart the server before relying on the new limit.

## Media and bandwidth planning

Questions and text responses are light. Local videos can be much heavier, especially when many devices begin streaming the same file at once.

For a large room:

- prefer appropriately compressed video rather than very high-bitrate source files;
- use the room display for large media when individual playback is unnecessary;
- use wired Ethernet for the Mac;
- use enterprise-grade access points sized for the expected client count;
- avoid simultaneous unrelated downloads on the same network; and
- rehearse with the expected video files and a representative number of devices.

Oriqué supports HTTP byte ranges so browsers can seek within local videos. Network devices must not interfere with those requests.

## Venue readiness checklist

Before participants arrive:

- ☐ Mac and clients are on the intended LAN.
- ☐ The Mac has a stable reachable IPv4 address.
- ☐ TCP port 8080 is permitted to the Mac.
- ☐ Wireless client isolation is disabled or bypassed.
- ☐ WebSocket upgrades are allowed.
- ☐ macOS and endpoint firewalls permit Oriqué.
- ☐ Captive-portal sign-in is complete.
- ☐ VPNs are disconnected or verified.
- ☐ The join URL opens from at least two representative client devices.
- ☐ A submitted answer appears in the operator application.
- ☐ A room-display browser has been assigned the Display role.
- ☐ Kiosk/fullscreen and sleep settings are configured.
- ☐ Local video and audio have been tested.
- ☐ YouTube has been avoided or internet access has been verified.

# Getting started

[Documentation index](#)

## 1. Prepare the network

Connect the operator Mac and client devices to the venue LAN. Prefer the same subnet, and confirm that clients can reach TCP port **8080** on the Mac.

For a detailed checklist, see [Requirements and network preparation](#).

## 2. Create or open a session

Orique works with one session document and one operator window at a time.

On first launch, choose:

- **New Session...** to create a portable **.orique** document; or
- **Open Session...** to use an existing document.

The same commands are available from the File menu. **Open Recent** lists bookmarked sessions, and **Save As...** creates a copy and continues working in the copy.

Choose a local, non-synchronized folder for live operation. Orique warns when a session is in an iCloud-, Dropbox-, or similar synchronized location because a sync client can copy a live SQLite database at an unsafe moment. A synchronized folder is reasonable for storage between events, but move the session to a non-synchronized location before running the meeting.

New sessions include an Orique background image copied into the session.

## 3. Start the server

Open the **Overview** tab and check **Status**.

- **Running** means browsers can connect.
- **Stopped** means the session is open but not being served.
- Use **Start** or **Stop** to change the state.

The server normally starts when a session is opened. If startup fails, the Overview tab shows an error.

## 4. Share the join address

When the server is running and a LAN address is available, Overview shows:

- a clickable join URL; and
- a QR code containing the same URL.

Participants can scan the QR code or type the complete URL, including **:8080**, into a browser.

Example:

```
http://192.168.1.25:8080
```

Test the address from another device. Testing **localhost** on the Mac does not prove that venue clients can reach it.

## 5. Join a browser client

The first time a browser opens Orique, it asks for a name. Enter a recognizable name and select **Join**.

The new connection appears under **Participants** → **- Everyone -** in the operator side panel. The participant is initially assigned the Participant role.

The browser stores its name and device token. Reloading the same browser profile normally rejoins automatically and reclaims the same participant.

## 6. Assign special roles

To create a room display or moderator:

1. Open the join URL on the device.
2. Join with a recognizable name.
3. In the operator side panel, right-click the participant.
4. Use **Type** to choose **Display** or **Moderator**.

A display changes to the presentation-only experience. A moderator changes to the live answer-moderation workspace. The operator can change the role back at any time.

## 7. Create participant groups

Select the participants you want, then use **New Group** below the participant list: they become the group's membership, and the new row opens with its name field ready for typing. To add people later, right-click participant rows and use **Add to Group**.

A participant may belong to more than one group. The same person therefore appears under **- Everyone -** and under each group.

Selecting a group makes it the current target for pushes and newly created agenda items. Selecting individual rows targets those devices. An empty selection, or **- Everyone -**, targets every connected participant.

## 8. Prepare content

Before the meeting:

- add local images and videos on **Media**;
- create questionnaires and questions on **Questionnaires**, marking correct options on single- or multiple-choice questions to score them;
- create sequenced free-text topics on **Discussions**;
- create organizational tags on **Tags**;
- configure the participant appearance in **Settings** → **Client display**;
- set the meeting's **Default language** in the same pane, and decide whether participants may choose their own; and
- add content and commands to an agenda.

Right-click authored content to push it immediately, push its results, or add it to the selected agenda.

### Reusing a previous event's preparation

If you run the same workshop regularly, do not start from an empty session and do not duplicate last month's meeting with Save As — a copy carries the previous room's answers, comments, and participants with it.

Instead:

- **File** → **New Session from Session...** to create this month's session and seed it from last month's in one step; or
- **File** → **Import from Session...** to bring prepared content into a session you have already created.

Both open a sheet listing what the other session holds. Tick the questionnaires, discussions, tags, media, and agenda steps you want, and press **Import**. Selecting an agenda step also brings in whatever it points at.

Everything that was collected — participants, answers, comments, reactions, the Q&A queue — stays in the session that collected it, so the new session starts clean and there is nothing to delete.

## 9. Prepare the agenda

Oriqué has three built-in agendas — **Main** for the planned event sequence, **Moderation** for messages created by browser moderators, and **Temp** as a scratch or staging agenda — plus as many of your own as the event needs. A multi-day event can give each day its own agenda instead of crowding everything onto Main; select the gear button beside the agenda menu to add, rename, or delete one.

On the Agenda tab, choose the agenda from the lower-left menu. Add content from the other tabs, and use the Agenda command menu to add timers, messages, Auto tag or Text filter snapshots, or clear-screen steps.

Check each item's target. Targets captured as a group are resolved when the item is presented, so later membership changes are respected.

Use groups within the agenda to execute several child items as one step. Agenda groups are one level deep.

## 10. Rehearse

Rehearse in the real session, not in a throwaway copy. On the Overview tab, switch **Rehearsal** on before you start. Everything collected while it is on — answers, comments, and reactions — is marked as rehearsal data, and you decide what happens to it when you finish.

The window makes the mode obvious while it is on: the title bar reads **Rehearsing** and a banner sits above every tab.

When you are done, click **Finish Rehearsal...** in that banner. The sheet lists what the rehearsal collected and offers two ways out:

- **Discard** deletes all of it. This is the default, and it is why rehearsing in the real session is safe.
- **Keep** turns it into ordinary session data, as though the mode had never been on.

Neither choice touches anything you authored — questions, discussions, media, tags, agendas, and display settings are never affected — and neither removes participants. A colleague who joined for the rehearsal is still connected and still on the roster when the event starts, which is usually what you want.

Turn rehearsal mode off before the event begins. If you quit Oriqué mid- rehearsal the mode is still on when you reopen the session, so that answers from before the break are not silently promoted to real data.

Use at least one participant browser and one display browser.

Test:

- pushing each content type;
- submitting every question type;
- questionnaire and discussion vote limits;
- displaying results;
- **Filter text messages to recipients;**
- the participant language selector, if it is enabled;
- comments and reactions;
- promoting a comment to the Q&A queue, displaying the queue, and voting on it from a participant browser;
- moderator editing and tags;
- agenda Previous/Next;
- messages, markdown, and timers;
- clear screens;
- local video seeking;

- reconnection after briefly disabling Wi-Fi; and
- the operator's attention and current-screen indicators.

## 11. Run the event

A typical live sequence is:

1. Confirm the server is Running.
2. Watch participants join in the side panel.
3. Select the intended audience.
4. Use agenda **Next** or push content from its source tab.
5. Watch responses arrive.
6. Moderate or tag written text if required.
7. Push live results, a word cloud, an anonymous quote, or — for a scored questionnaire — the Scores tab's leaderboard.
8. Promote the questions worth answering to the Q&A queue and display it, so the room can rank them.
9. Use **Clear Screens** when the room should return to the waiting background.

Live results continue to update, at most once per second, as answers arrive. Pushing other content to overlapping recipients stops the corresponding results stream.

## 12. Finish safely

After the meeting:

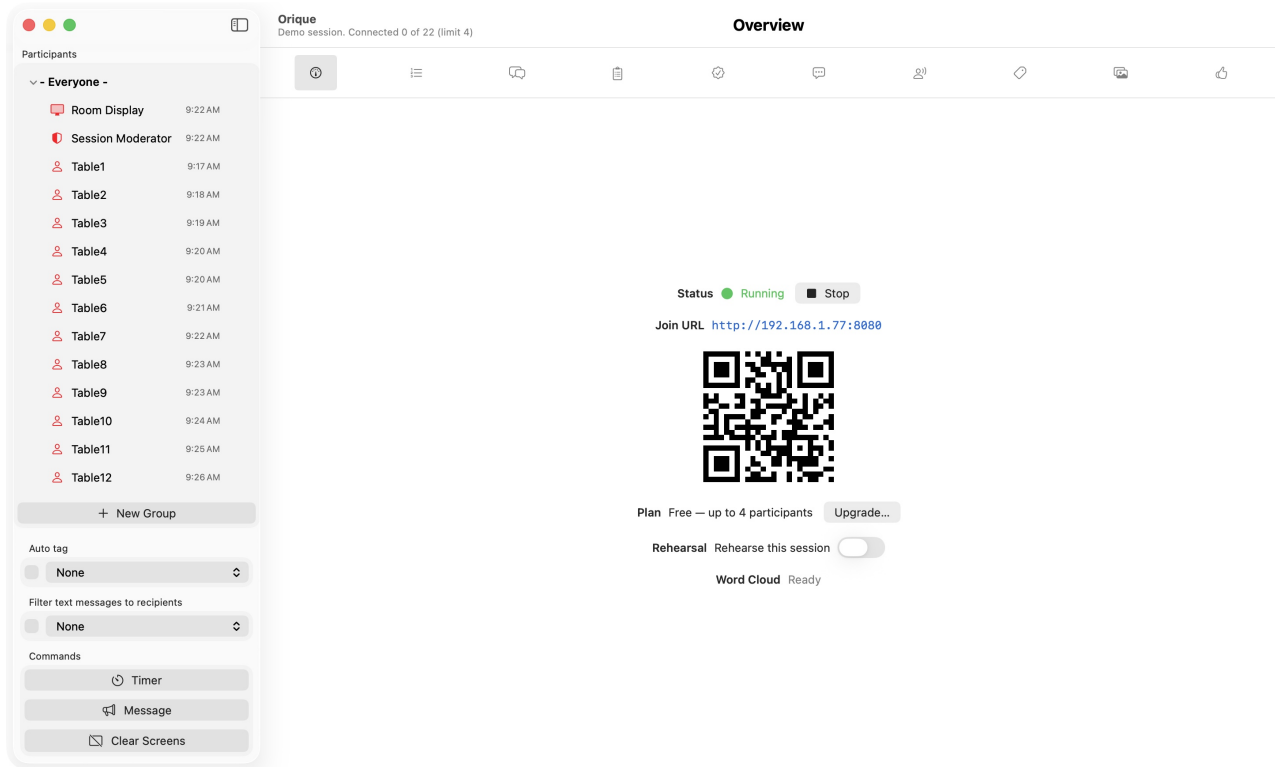
1. Stop the server if the session should no longer accept connections.
2. Keep the `.orique` document as the record of authored content and collected responses.
3. Once nobody is connected, use **Save As...** if a working copy or archive is needed.
4. Copy the closed session to backup or synchronized storage.

Use **File** → **Export** for anything that should leave the session document: the CSV kinds for attributed data, or a Markdown or PDF session report for a readable record of what the room did.

# Operator interface guide

## Documentation index

The main window has a participant side panel on the left and a tabbed work area on the right. The side-panel selection is important: it determines the target for immediate pushes, sidebar commands, and many new agenda items.



The main operator window. The side panel remains available while the operator moves between tabs.

## Side panel

### Participants

The participant tree begins with **- Everyone -**, followed by operator-created groups. Expand a node to see its members.

Each participant row shows:

- a role icon for Participant, Display, or Moderator;
- the participant's name;
- the time they first joined;
- a presence/attention state through the icon color; and
- an icon describing the content currently on that client, or the content that will be replayed when it reconnects.

Presence colors:

- **red:** disconnected;
- **yellow:** connected, but the page is hidden or does not have focus;
- **neutral:** connected and attentive, or no problem is reported.

Hover over the role icon for details. Orique distinguishes a page that reported being closed or navigated away from a connection that was unexpectedly lost. Attention is live-only and is not stored in the session.

## Selecting a target

The side-panel selection is translated into a target as follows:

- no selection: every connected participant;
- **- Everyone -**: every connected participant;
- one group row: that group;
- participant rows: the unique selected devices;
- several groups and/or participants: the combined unique device list.

Using a stored group target in an agenda is different from selecting all its current members individually. A group target is resolved at presentation time and therefore follows later membership changes.

## Participant context menu

Right-click a participant to:

- **Rename** the participant;
- change **Type** to Participant, Display, or Moderator;
- **Add to Group**; or
- remove the participant from the custom group under which the row was clicked.

When the clicked row is already part of a multi-row selection, the role and group actions apply to the selected participants. A participant can appear under several tree nodes but remains one device identity.

## Groups

Select **New Group** to create a group. Whoever is selected in the sidebar becomes its membership, the new row is revealed and selected, and its name field is already open — so the usual gesture is to select the people first, press the button, and type the name. Right-click a group heading to rename or delete it. Deleting a group removes its membership but does not delete the participants.

## Auto tag

The **Auto tag** box contains an enable checkbox and a tag selector. When enabled with a current tag selected, newly received answer text, comments, and reactions are stamped with that tag.

This is useful for marking incoming material by workshop segment or agenda section without tagging each item manually.

Changing the current tag does not make the tag a push target and does not assign the tag to participants.

The Agenda tab's **Auto tag** command (see [Adding items](#)) can capture this checkbox and tag as a step, so a prepared agenda switches it automatically instead of relying on the operator to remember.

## Filter text messages to recipients

When enabled with a tag selected, **Filter text messages to recipients** withholds room-facing answer text that does not carry that tag.

Important behavior:

- result counts, percentages, bars, and grade averages remain unchanged;
- only displayed text is withheld;
- the filter applies to aggregated results sent to participants and displays;
- it does not apply to a single answer deliberately pushed as a quote; and
- enabling the switch without choosing a tag has no filtering effect.

Keep this visible control in mind during a session. An accidentally active filter can make text appear absent while numeric results remain correct.

The Agenda tab's **Text filter** command (see [Adding items](#)) can capture this switch and tag as a step.

## Commands

Timer and Message use the current side-panel target. Clear Screens is a room-wide command.

### Timer

Opens a timer sheet with:

- optional title;
- optional description; and
- countdown duration.

Durations accept `mm:ss` or a bare number of minutes. The client receives an absolute end time, so reloads and reconnects resume the correct remaining time. At expiry, the display remains at zero until replaced or cleared.

The duration field opens on the last countdown this sidebar showed, written back as `m:ss` — a bare `5` returns as `5:00`. Until a countdown has been shown it offers `10:00`. The remembered value belongs to the application, not to the session document, so it follows the operator between sessions, and a cancelled sheet leaves it unchanged.

### Message

Opens a title and body editor. Either field may be used, but the message cannot be completely empty.

The body supports a deliberately small markdown subset:

- `#`, `##`, and `###` headings;
- `**bold**`;
- `*italic*`;
- bold italic;
- unordered lists using `-`, `*`, or `+`; and
- ordered lists such as `1.`

Links, images, code, and raw HTML are not supported. Return sends from the editor; use Shift-Return for a newline.

### Clear Screens

Clears presentation content for all participant and display clients. Clients return to their waiting background while retaining their display settings and connection. Use a targeted clear-screen agenda step when only a stored agenda target should be cleared.

## Overview tab

Overview is the server and plan dashboard.

### Status

Shows **Running** or **Stopped** and provides a corresponding Stop or Start button.

### Join URL and QR code

While running, Orique shows its selected LAN IPv4 address and port `8080`, plus a QR code. Share this exact address with clients.

### Plan

Shows the active plan:

- the free plan and its simultaneous-participant limit, followed by an **Upgrade...** button that opens the subscription sheet; or
- **Active subscription** and, when available, the date it is valid until.

The participant count also appears in the window subtitle as connected versus known participants. Known participants include remembered, disconnected devices.

## Rehearsal

**Rehearse this session** enters rehearsal mode, which lets you walk the event through in the real session and then throw the walkthrough away.

While the mode is on, every answer, comment, and reaction that arrives is marked as rehearsal data, as is anything promoted to the Q&A queue and every vote cast on it. The mode is stored with the session, so it survives quitting and reopening. Switching it on with participants already connected asks for confirmation first and names how many are connected — those people's answers would become rehearsal data too.

The switch only turns the mode on. Leaving it is done from the **Finish Rehearsal...** button in the banner that sits above the detail tabs while rehearsing, which opens a sheet listing what was collected and offering:

- **Discard** — deletes every answer, comment, reaction, promoted Q&A question, and Q&A vote collected during the rehearsal, and nothing else;
- **Keep** — clears the mark and keeps them as ordinary session data.

Participants and everything you authored are kept either way. Participant browsers are not told the mode is on and behave identically, so a rehearsal exercises the real thing. After a discard they are told to forget the votes they had cast, so a phone that answered during the rehearsal can answer the same question again for real.

Exports have no rehearsal filter and no rehearsal column, because rehearsal data is either discarded or promoted to ordinary data before anything is exported.

## Word cloud

The **Word Cloud** row reports whether this Mac can distil answers into keywords, which is the only part of Orique that uses Apple Intelligence. It reads **Ready** when the on-device model is available and idle, and **Preparing keywords — N remaining** while answers are still being distilled in the background.

Where the feature is not available, the row says why: the Mac does not support Apple Intelligence at all, Apple Intelligence is switched off in System Settings, or macOS is still downloading the model. Availability is read once at launch, so relaunch Orique after turning Apple Intelligence on or after the download finishes.

Nothing else in Orique depends on this. Where keywords are unavailable the **Build Word Cloud...** command is hidden rather than disabled, and every other feature behaves normally. A session whose answers were already distilled on another Mac keeps the command for those answers, so a cloud prepared elsewhere can still be shown from a Mac that cannot distil new ones.

Server errors appear in red on Overview.

## Agenda tab

The Agenda tab prepares and presents an ordered event sequence.

The screenshot shows the Orique application interface. On the left, a sidebar lists participants under the 'Everyone' group, including 'Room Display', 'Session Moderator', and twelve tables (Table1 to Table12) with their respective times. Below this are controls for 'Auto tag', 'Filter text messages to recipients', and 'Commands' (Timer, Message, Clear Screens). The top header shows 'Orique Demo session. Connected 0 of 22 (limit 4)' and the title 'Agenda - Main'. The main content area displays a table of agenda items with columns for Item, Description, Target, and Progress. The items are grouped into 'Welcome and orientation' and 'Audience participation'. The bottom of the interface shows a navigation bar with 'Main', a command selector, an 'Add' button, and page indicators '1 of 7', 'Previous', and 'Next'.

| Item                                 | Description                                      | Target       | Progress |
|--------------------------------------|--------------------------------------------------|--------------|----------|
| ✓ [Icon] Welcome and orientation (2) | Set the context and show the opening med...      |              |          |
| ○ [Icon] Show the introduction video |                                                  | Room Display |          |
| ○ [Icon] Welcome message             |                                                  | Participants |          |
| ✓ [Icon] Audience participation (2)  | Collect input, explore it together, and surfa... |              |          |
| ○ [Icon] Show the reflection timer   |                                                  | Room Display |          |
| ○ [Icon] Session pulse check         |                                                  | Participants |          |
| ○ [Icon] Team retrospective          |                                                  | Participants |          |
| ○ [Icon] Q&A                         |                                                  | Participants |          |
| ○ [Icon] Session pulse results       |                                                  | Everyone     |          |
| ○ [Icon] Close with a commitment     |                                                  | Participants |          |
| ○ [Icon] Clear Screens               |                                                  | Everyone     |          |

*Agenda items can be prepared, grouped, reordered, targeted, and presented in sequence.*

## Agendas

Use the lower-left agenda selector to switch among agendas. Three are built in, always listed in this order:

- **Main** — the planned meeting;
- **Moderation** — messages submitted from browser moderators; and
- **Temp** — a scratch/staging area.

A separator below them introduces the operator's own agendas, sorted by name — useful for a multi-day event where each day gets its own agenda rather than crowding everything onto Main. Select the gear button beside the selector to add, rename, or delete one. Built-in agendas cannot be renamed or deleted, because other code addresses them by name.

Two agendas cannot share a name, built-ins included, so the dropdown always tells them apart. Deleting a custom agenda removes its items with it and falls the current selection back to Main; the confirmation names how many items would be lost, and the deletion can be undone (see [Undo](#)).

Each agenda has its own current position. The selected agenda name also appears in the window title.

## Table

Columns show:

- **Item:** content icon, current-step marker, title, tag-color dots, group child count, and missing-reference warning;
- **Description:** operator notes;
- **Target:** everyone, a group, or explicit participants; and
- **Progress:** answered against expected for the row's latest presentation, written **answered / total**. It turns from grey to full strength when everyone in the target has answered, and its tooltip names who has not. The cell is empty for a row that collects no answers or has not been presented yet.

Agenda content is stored as a reference to its source. Renaming source content updates the derived agenda label. An optional agenda title overrides only the label. If source content is deleted, the agenda row remains visible as missing rather than presenting stale content.

## Adding items

Add media, questions, questionnaires, discussions, topics, results, leaderboards, tags, or background changes from their source tabs.

The Agenda command picker adds items with no separate source row:

- **Auto tag** — snapshots the side panel's Auto tag checkbox and tag choice;
- **Text filter** — snapshots the side panel's Filter text messages to recipients checkbox and tag choice;
- Timer;
- Message;
- Q&A — presents the Q&A queue as it stands when the step runs; and
- Clear screens.

Stepping onto an Auto tag or Text filter row drives the side panel's matching switch back to what was recorded, so a prepared agenda can turn a filter on for one section and off again afterward without the operator remembering to do it live.

New pushable items capture the side panel's current target.

## Presenting

- **Next** presents the next top-level step.
- **Previous** moves backward.
- Return presents the selected valid row.
- Right-click and choose **Show Now** to present a specific row.

A group header executes all its children in order as one top-level step. Groups cannot contain other groups.

Target overrides:

- **Show Now** uses the stored target;
- **Show Now: Current Target** uses the current side-panel selection once;
- **Show Now: Everyone** targets everyone once;
- holding Option while activating uses the current side-panel target; and
- holding Shift-Option uses everyone.

One-off overrides do not rewrite the item's stored target.

## Organizing

The context menu can:

- move an item up or down;
- edit its title override and description;
- update its stored target;
- add it to or remove it from an agenda group;
- group several selected top-level items;
- ungroup a group;
- move an item to another agenda;
- apply display-only organizational tags; or
- delete it from the agenda.

Option-Up and Option-Down move a selected item. Option-digit shortcuts toggle matching tags on the selection.

Deleting a group also deletes its child agenda entries. Ungrouping preserves the children as top-level entries.

## Discussions tab

Discussions are ordered sequences of free-text topics. Participants move forward one topic at a time, and the next topic appears only after the server accepts the current answer.

**Participants**

- Room Display 9:22 AM
- Session Moderator 9:22 AM
- Table1 9:17 AM
- Table2 9:18 AM
- Table3 9:19 AM
- Table4 9:20 AM
- Table5 9:20 AM
- Table6 9:21 AM
- Table7 9:22 AM
- Table8 9:23 AM
- Table9 9:23 AM
- Table10 9:24 AM
- Table11 9:25 AM
- Table12 9:26 AM

**Discussions**

Orique Demo session. Connected 0 of 22 (limit 4)

| Item                                                          | Participant | Information | Tags           | Keyword       | Submitted                 |
|---------------------------------------------------------------|-------------|-------------|----------------|---------------|---------------------------|
| <b>Team retrospective</b> 3 topics                            |             |             |                |               |                           |
| <b>What is working well?</b> Share one practice we s...       |             |             |                |               |                           |
| ✉ The short planning huddle is helping peopl...               | Table1      |             | Ideas          | planning      | Aug 4, 2026 at 9:37:14 AM |
| ✉ A clearer hand-off between research and d...                | Table2      |             | Follow up      | efficiency    | Aug 4, 2026 at 9:37:34 AM |
| ✉ A rotating decision host could keep the ne...               | Table3      |             | Applause       | host          | Aug 4, 2026 at 9:37:54 AM |
| ✉ Closer observation of customer work woul...                 | Table4      |             | Decisions      | observation   | Aug 4, 2026 at 9:38:14 AM |
| ✉ One shared outcome would make the quart...                  | Table5      |             | Questions      | Trade-offs    | Aug 4, 2026 at 9:38:34 AM |
| ✉ The weekly notes are creating a useful rec...               | Table6      |             | Customer in... | commitments   | Aug 4, 2026 at 9:38:54 AM |
| ✉ Teams need an earlier way to flag when an...                | Table7      |             | Ideas          | approval      | Aug 4, 2026 at 9:39:14 AM |
| ✉ A small cross-functional pilot would help u...              | Table8      |             | Follow up      | Pilot         | Aug 4, 2026 at 9:39:34 AM |
| ✉ The strongest opportunity is to turn recurri...             | Table9      |             | Applause       | opportunity   | Aug 4, 2026 at 9:39:54 AM |
| ✉ A visible definition of done would reduce t...              | Table10     |             | Decisions      | definition    | Aug 4, 2026 at 9:40:14 AM |
| ✉ Peer review is working well when it happen...               | Table11     |             | Questions      | Feedback      | Aug 4, 2026 at 9:40:34 AM |
| ✉ The current intake process hides importan...                | Table12     |             | Customer in... | context       | Aug 4, 2026 at 9:40:54 AM |
| ✉ A fortnightly customer playback would kee...                | Table13     |             | Ideas          | feedback      | Aug 4, 2026 at 9:41:14 AM |
| ✉ One owner for each dependency would ma...                   | Table14     |             | Follow up      | communication | Aug 4, 2026 at 9:41:34 AM |
| ✉ A reusable experiment brief would stop tea...               | Table15     |             | Applause       | brief         | Aug 4, 2026 at 9:41:54 AM |
| ✉ The next quarter should protect time for im...              | Table16     |             | Decisions      | planning      | Aug 4, 2026 at 9:42:14 AM |
| ✉ The most useful change would be sharing...                  | Table17     |             | Questions      | Feedback      | Aug 4, 2026 at 9:42:34 AM |
| ✉ A clearer escalation path would let people...               | Table18     |             | Customer in... | escalation    | Aug 4, 2026 at 9:42:54 AM |
| ✉ We could learn faster by comparing outco...                 | Table19     |             | Ideas          | comparison    | Aug 4, 2026 at 9:43:14 AM |
| ✉ A regular moment to retire low-value work...                | Table20     |             | Follow up      | planning      | Aug 4, 2026 at 9:43:34 AM |
| <b>Where are we getting stuck?</b> Name a friction point w... |             |             |                |               |                           |
| ✉ A small cross-functional pilot would help u...              | Table1      |             | Follow up      | pilot         | Aug 4, 2026 at 9:37:15 AM |
| ✉ The strongest opportunity is to turn recurri...             | Table2      |             | Applause       | opportunity   | Aug 4, 2026 at 9:37:35 AM |
| ✉ A visible definition of done would reduce t...              | Table3      |             | Decisions      | definition    | Aug 4, 2026 at 9:37:55 AM |

+ New Discussion...

*The expandable hierarchy keeps authored topics and incoming responses together.*

### Table hierarchy

The table expands through:

1. discussion;
2. topic; and
3. participant answer.

Columns show item/text, participant, information, tags, and submission time. Answer icons distinguish unopened, opened, and edited text.

### Creating or editing a discussion

Choose **New Discussion....** Configure:

- discussion title;
- walks/votes allowed per participant (0 means unlimited);
- one or more topics;
- each topic's title;
- optional topic description; and
- votes allowed when that topic is pushed on its own.

The discussion-level vote limit controls complete walks. A lone topic's vote limit is separate.

### Context-menu actions

For a discussion or topic:

- push it to the current target;
- push its live results;
- add it to the selected agenda;
- add its live results to the selected agenda;
- edit the discussion;
- delete recorded answers; or
- delete the discussion.

For an answer:

- push it anonymously as a quote;
- add it to the selected agenda as an anonymous quote;
- edit its text and tags; or
- delete it.

Opening the editor marks an answer as opened. Editing preserves the original participant text for moderation history. A participant resubmission makes the answer unread again.

### Acting on a selection of answers

Selecting more than one row — or a topic or discussion, which counts as every answer beneath it — puts three commands at the top of the context menu:

- **Build Word Cloud...** — see [Word clouds](#);
- **Combine text answers to message...** — see [Combining text into one message](#); and
- **Promote text answers to Q&A...** — see [Q&A queue tab](#).

Option-digit shortcuts toggle configured tags on selected answer fragments.

## Questionnaires tab

Questionnaires contain one or more questions. A whole questionnaire can be presented as a form, or an individual question can be presented on its own.

**Participants**

- Room Display 9:22 AM
- Session Moderator 9:22 AM
- Table1 9:17 AM
- Table2 9:18 AM
- Table3 9:19 AM
- Table4 9:20 AM
- Table5 9:20 AM
- Table6 9:21 AM
- Table7 9:22 AM
- Table8 9:23 AM
- Table9 9:23 AM
- Table10 9:24 AM
- Table11 9:25 AM
- Table12 9:26 AM

**Questionnaires**

Item Participant Information Tags Keyword Submitted

**Session pulse check** 3 questions

How useful has today been so far? 20 answers

- Very useful 55.0 % (11 votes)
- Useful 25.0 % (5 votes)
- A little useful 15.0 % (3 votes)
- Not yet 5.0 % (1 votes)

**Rate the pace** # 3.2 · 20 answers

- Much too slow 5.0 % (1 votes)
- Slow 10.0 % (2 votes)
- Just right 50.0 % (10 votes)
- Fast 25.0 % (5 votes)

The fast sections were useful, though I would... Table2 4 — Fast unpacking Aug 4, 2026 at 9:32:39 AM

The energy is strong, although the examples... Table7 4 — Fast energy Aug 4, 2026 at 9:34:44 AM

The speed is appropriate for this group, with... Table11 4 — Fast speed Aug 4, 2026 at 9:36:24 AM

I would keep the rhythm and reserve a few mi... Table15 4 — Fast Rhythm Aug 4, 2026 at 9:38:04 AM

I like the quick movement between topics; a w... Table19 4 — Fast takeaway Aug 4, 2026 at 9:39:44 AM

Much too fast 10.0 % (2 votes)

I liked the speed of the discussion; a short refl... Table6 5 — Much too fast speed Aug 4, 2026 at 9:34:19 AM

The tempo is good for generating ideas; a sho... Table17 5 — Much too fast ideas Aug 4, 2026 at 9:38:54 AM

What should we make time for before we finis... 20 answers

**Workshop priorities** 2 questions

Which topics should we explore next? 20 answers

What is one practical outcome you want from... 20 answers

+ New Questionnaire...

Questionnaires combine authoring, presentation controls, answer review, and live-result actions.

## Question types

- Single choice:** one option.
- Multiple choice:** several options.
- Free text:** a written answer.
- Grade:** one value from an operator-defined ordered scale.
- Ranking:** between two and ten options placed in a complete order, from most to least important. Results are ordered by ascending mean rank, with the authored order breaking ties; the operator additionally sees the per-position distribution.

Choice options and grade steps can optionally open a comment box after the participant selects them. Those comments can be moderated and tagged independently.

Single- and multiple-choice questions can also carry an answer key: a small checkmark button beside each option in the editor marks it correct. A question with at least one marked option is scored, gets a seal badge next to its prompt in the table, and its standings appear on the **Scores tab**. Grade, free-text, and ranking questions cannot be scored — there is no single right answer to check. The room never learns which options were correct until the operator pushes results or a score.

## Creating or editing

Choose **New Questionnaire...** and configure:

- questionnaire name;
- submissions allowed per participant (0 means unlimited);
- one or more questions;
- each question's prompt and type;
- a separate vote limit for a question presented alone;
- two to ten options for choice questions;
- optional free-text input per option;

- an optional answer key on single- and multiple-choice questions;
- two to ten grade steps;
- integer grade values, optional labels, and optional comments.

One questionnaire submission is one vote even when several questions are answered. The form sends all answered questions atomically.

A single-choice question's answer key behaves like a radio group — marking one option clears any other mark. A multiple-choice question rejects saving when its selection cap is set below the number of marked correct options, since no permitted selection could ever match the key; the editor explains why. A scored question that still allows more than one vote per participant shows a warning instead of a block — only the participant's earliest vote is ever scored, however many they are allowed to cast.

## Table hierarchy

The table expands through questionnaire, question, option/grade step where applicable, and individual answer.

It shows:

- answer totals;
- option vote counts and percentages;
- grade averages;
- participant attribution in the operator UI;
- moderated text and tags; and
- submission timestamps.

## Context-menu actions

For questionnaires and questions:

- push to the current target;
- push live results;
- add content to the selected agenda;
- add live results to the selected agenda;
- edit the questionnaire;
- clear answers; or
- delete the questionnaire.

For text-bearing answers:

- edit moderated text and tags; or
- delete the answer.

A selection covering two or more text answers — including a question or questionnaire, which counts as every answer beneath it — offers the same three selection commands as Discussions: **Build Word Cloud...**, **Combine text answers to message...**, and **Promote text answers to Q&A...**

Return opens the selected answer editor. Option-digit shortcuts toggle tags on selected text fragments.

Results are always live: while a result presentation is active, it recomputes as answers arrive. There is no authorable frozen-snapshot result type.

## Word clouds

**Build Word Cloud...** on a selection of text answers or comments opens a review sheet showing the cloud the room would see. Orique distils each answer to a keyword on the Mac, using Apple Intelligence; the sheet opens on whatever is ready and fills in as the rest are distilled, with a count of how many are still awaiting keywords. The Overview tab's **Word cloud** row says whether this Mac can distil keywords at all.

In the sheet:

- click a word to strike it out of the cloud, and click it again to put it back;
- edit the **Title**; and
- commit with **Push to ...**, which shows it immediately, or **Add to ... agenda**, which stores the cloud as it stands as an agenda step.

The sheet reports how many answers the cloud is built from. Below five contributing answers it warns that a distinctive word could point at who wrote it — a caution rather than a block, since a small workshop may be exactly the audience the operator means.

An agenda word cloud is frozen at the words the sheet committed. It is the one room-facing result that does not keep recomputing.

## Combining text into one message

Selecting two or more texts that carry writing offers **Combine text answers to message...** on Discussions and Questionnaires, and **Combine to Message...** on Comments. Both open the same composer as the sidebar's Message command, seeded with one markdown bullet per text in table order. A text that runs to several lines stays one bullet, with its own line breaks kept as indented continuation lines; blank fragments contribute no bullet.

Edit the title and the bullets, then choose where the message goes:

- **Display on ...** pushes it to the sidebar's current target now; and
- **Add to ... agenda** stores it as a message step on the currently selected agenda.

Displaying now is the prominent default. Neither destination is fixed by the table the selection came from — the choice is made in the sheet.

## Scores tab

Scores shows every participant's standing on the session's scored questions — the single- and multiple-choice questions that carry an answer key. The tab is hidden, not disabled, until the session has at least one; it disappears again if the last one loses its key while you are on it.

**Participants**

- Room Display 9:22 AM
- Session Moderator 9:22 AM
- Table1 9:17 AM
- Table2 9:18 AM
- Table3 9:19 AM
- Table4 9:20 AM
- Table5 9:20 AM
- Table6 9:21 AM
- Table7 9:22 AM
- Table8 9:23 AM
- Table9 9:23 AM
- Table10 9:24 AM
- Table11 9:25 AM
- Table12 9:26 AM

**Scores**

| Participant | Answer                            | Correct | Answered | Score          |
|-------------|-----------------------------------|---------|----------|----------------|
| Table1      | How useful has today been so far? | 1       | 1        | 1 of 1 correct |
| Table2      | How useful has today been so far? | 1       | 1        | 1 of 1 correct |
| Table4      | How useful has today been so far? | 1       | 1        | 1 of 1 correct |
| Table6      | How useful has today been so far? | 1       | 1        | 1 of 1 correct |
| Table8      | How useful has today been so far? | 1       | 1        | 1 of 1 correct |
| Table11     | How useful has today been so far? | 1       | 1        | 1 of 1 correct |
| Table13     |                                   | 1       | 1        | 1 of 1 correct |
| Table15     |                                   | 1       | 1        | 1 of 1 correct |
| Table17     |                                   | 1       | 1        | 1 of 1 correct |
| Table19     |                                   | 1       | 1        | 1 of 1 correct |
| Table20     |                                   | 1       | 1        | 1 of 1 correct |
| Table3      |                                   | 0       | 1        | 0 of 1 correct |
| Table5      |                                   | 0       | 1        | 0 of 1 correct |
| Table7      |                                   | 0       | 1        | 0 of 1 correct |
| Table9      |                                   | 0       | 1        | 0 of 1 correct |
| Table10     |                                   | 0       | 1        | 0 of 1 correct |
| Table12     |                                   | 0       | 1        | 0 of 1 correct |
| Table14     |                                   | 0       | 1        | 0 of 1 correct |
| Table16     |                                   | 0       | 1        | 0 of 1 correct |
| Table18     |                                   | 0       | 1        | 0 of 1 correct |

Auto tag: None

Filter text messages to recipients: None

Commands: Timer, Message, Clear Screens

Show leaderboard to Everyone + Add to Main agenda Leaderboard title (optional) Names shown: 5 Only display participant's own score

*Every participant has a row, expandable to the scored questions they answered.*

With no scored question yet, the tab explains what to do: "Mark the correct choices on a single- or multiple-choice question, and each participant's score appears here." With scored questions but nobody in the room yet, it reads "No participants yet."

## Table

The table expands from participant to the scored questions they answered. Columns show:

- **Participant:** the row expands to that participant's per-question outcomes, each marked correct, wrong, or unanswered by icon;
- **Answer:** on a question row, the option(s) that participant picked;
- **Correct:** how many scored questions the participant answered correctly;
- **Answered:** how many scored questions they submitted an answer to at all; and
- **Score:** the same result as "N of M correct."

A participant who has not answered anything still has a row, at zero — the operator is usually looking for exactly them. Displays and moderators never appear; only participant-role clients can be scored. Sort by any column; the default is most correct first.

Scoring takes each participant's earliest vote on a question, however many votes it allows, so answering again after seeing the room's results cannot improve a score. A question later re-keyed to different correct options rescores every score computed from it — nothing about a score is stored separately from the answer key and the answers themselves.

## Showing the leaderboard or personal scores

The bar below the table:

- **Show leaderboard to ...** pushes the ranked standings, by name, to the current side-panel target; disabled until at least one participant has answered a scored question;
- **Add to ... agenda** stores the same presentation as a step, computed fresh when the step runs rather than frozen at authoring time — so a leaderboard step prepared before a quiz shows what the room actually scored;
- **Leaderboard title (optional)** labels the screen;
- **Names shown** caps how many top scorers appear, from 1 to 50 — a full ranking would put whoever came last on a wall in front of their colleagues; and
- **Only display participant's own score**, when on, sends each participant their own standing instead of the ranking, while room displays in the same push still show the leaderboard.

The leaderboard is the one room-facing result in Orique that is not anonymous — it names participants — so the first push of a session asks for confirmation: "The leaderboard puts the names of the top participants on the screens it is sent to. Every other result Orique shows the room is anonymous." This confirmation is asked once per run of the app, from this button only; a leaderboard step run from the agenda pushes directly. A personal score is private to the participant it was pushed to and needs no confirmation.

## Comments tab

Comments are free-form messages submitted through the participant's lower-left Comment button.

**Participants**

- Room Display 9:22 AM
- Session Moderator 9:22 AM
- Table1 9:17 AM
- Table2 9:18 AM
- Table3 9:19 AM
- Table4 9:20 AM
- Table5 9:20 AM
- Table6 9:21 AM
- Table7 9:22 AM
- Table8 9:23 AM
- Table9 9:23 AM
- Table10 9:24 AM
- Table11 9:25 AM
- Table12 9:26 AM

**Comments**

Filter by tag: All tags (dropdown) Filtered: 20 - Total: 20

| Participant | Comment                                                            | Tags             | Keyword     | Submitted                 |
|-------------|--------------------------------------------------------------------|------------------|-------------|---------------------------|
| Table20     | This has given me a practical language for explaining why our...   | Follow up        | Process     | Aug 4, 2026 at 9:44:36 AM |
| Table19     | I value that the workshop makes space for uncertainty instea...    | Ideas            | Uncertainty | Aug 4, 2026 at 9:44:18 AM |
| Table18     | The examples are broad enough to adapt, but concrete enou...       | Customer insight | Adapt       | Aug 4, 2026 at 9:44:00 AM |
| Table17     | Could the final recap include one suggestion for keeping the...    | Questions        | Momentum    | Aug 4, 2026 at 9:43:42 AM |
| Table16     | The small-group format gave me a useful way to test an idea...     | Decisions        | Small-group | Aug 4, 2026 at 9:43:24 AM |
| Table15     | I am leaving with a clearer sense of the question we need to a...  | Applause         | Question    | Aug 4, 2026 at 9:43:06 AM |
| Table14     | The conversation about ownership is exactly the issue we hav...    | Follow up        | Ownership   | Aug 4, 2026 at 9:42:48 AM |
| Table13     | A visible summary of the decisions so far would make it easie...   | Ideas            | Summary     | Aug 4, 2026 at 9:42:30 AM |
| Table12     | The agenda feels focused, and I would be happy to keep the f...    | Customer insight | Practical   | Aug 4, 2026 at 9:42:12 AM |
| Table11     | I like how the session keeps returning to what a customer wo...    | Questions        | Customer    | Aug 4, 2026 at 9:41:54 AM |
| Table10     | It would be useful to hear one example of an experiment that...    | Decisions        | Failure     | Aug 4, 2026 at 9:41:36 AM |
| Table9      | The prompts are helping our table move from general opinion...     | Applause         | Actions     | Aug 4, 2026 at 9:41:18 AM |
| Table8      | Could we spend a minute on how to invite colleagues who ar...      | Follow up        | Invite      | Aug 4, 2026 at 9:41:00 AM |
| Table7      | I appreciate that the examples include the difficult trade-offs... | Ideas            | Trade-offs  | Aug 4, 2026 at 9:40:42 AM |
| Table6      | The customer perspective changed how I was thinking about...       | Customer insight | Perspective | Aug 4, 2026 at 9:40:24 AM |
| Table5      | Thank you — I already have two useful ideas to bring to our n...   | Questions        | Ideas       | Aug 4, 2026 at 9:40:06 AM |
| Table4      | A short break after this section would help me come back rea...    | Decisions        | Break       | Aug 4, 2026 at 9:39:48 AM |
| Table3      | The mix of quiet reflection and group discussion is working e...   | Applause         | Balance     | Aug 4, 2026 at 9:39:30 AM |
| Table2      | Could we collect the key links and templates in one place aft...   | Follow up        | Links       | Aug 4, 2026 at 9:39:12 AM |
| Table1      | The practical examples make it much easier to see where this...    | Ideas            | Examples    | Aug 4, 2026 at 9:38:54 AM |

**Commands**

- Timer
- Message
- Clear Screens

Comments can be reviewed, tagged, edited, deleted, or combined into one message.

The tab provides:

- filtering by one tag or all tags;
- filtered and total counts;
- sortable Participant, Comment, Tags, and Submitted columns;
- unopened/opened and edited status;
- editing and deletion; and
- Build Word Cloud...** and **Combine to Message...** for a selection of comments.

Opening an editor marks a comment as opened. Changing its text marks it edited. Return or double-click opens a single selected comment. Option-digit shortcuts toggle tags on selected comments.

A cloud built here counts comments rather than answers, and is otherwise the sheet described under [Word clouds](#). **Combine to Message...** opens the composer described under [Combining text into one message](#), which is also where the message's destination is chosen.

Select one or more comments and choose **Promote to Q&A** to move them into the room's Q&A queue. See [Q&A queue tab](#).

## Q&A queue tab

The Q&A queue is an operator-curated list of questions that participants can upvote. Nothing reaches it automatically: the operator promotes existing text — a comment, a discussion-topic answer, or a free-text question answer — and only the promoted copy is shown to the room.

**Participants**

- Room Display 9:22 AM
- Session Moderator 9:22 AM
- Table1 9:17 AM
- Table2 9:18 AM
- Table3 9:19 AM
- Table4 9:20 AM
- Table5 9:20 AM
- Table6 9:21 AM
- Table7 9:22 AM
- Table8 9:23 AM
- Table9 9:23 AM
- Table10 9:24 AM
- Table11 9:25 AM
- Table12 9:26 AM

+ New Group

Auto tag

None

Filter text messages to recipients

None

Commands

- Timer
- Message
- Clear Screens

**Q&A queue**

| Votes | Answered              | Question                                                    | Participant | Source  | Tags           | Promoted               |
|-------|-----------------------|-------------------------------------------------------------|-------------|---------|----------------|------------------------|
| 0     | <input type="radio"/> | Could we share the practical examples after the session?    | Table1      | Comment | Ideas          | Aug 4, 2026 at 9:44 AM |
| 0     | <input type="radio"/> | Which team should own the first follow-up experiment?       | Table2      | Comment | Follow up      | Aug 4, 2026 at 9:44 AM |
| 0     | <input type="radio"/> | Can we reserve time for a short peer discussion?            | Table3      | Comment | Applause       | Aug 4, 2026 at 9:44 AM |
| 0     | <input type="radio"/> | What is the smallest useful measure we could review ne...   | Table4      | Comment | Decisions      | Aug 4, 2026 at 9:44 AM |
| 0     | <input type="radio"/> | How do we decide when a pilot has taught us enough to...    | Table5      | Comment | Questions      | Aug 4, 2026 at 9:45 AM |
| 0     | <input type="radio"/> | Which stakeholder should we involve before changing th...   | Table6      | Comment | Customer in... | Aug 4, 2026 at 9:45 AM |
| 0     | <input type="radio"/> | Could we see an example of a decision brief that kept a...  | Table7      | Comment | Ideas          | Aug 4, 2026 at 9:45 AM |
| 0     | <input type="radio"/> | What is a good way to invite customer feedback without...   | Table8      | Comment | Follow up      | Aug 4, 2026 at 9:45 AM |
| 0     | <input type="radio"/> | How should we capture unresolved questions so they be...    | Table9      | Comment | Applause       | Aug 4, 2026 at 9:46 AM |
| 0     | <input type="radio"/> | Which habit would make the biggest difference if every t... | Table10     | Comment | Decisions      | Aug 4, 2026 at 9:46 AM |

Display Q&A queue to Everyone

The queue is sorted by vote count, and the participant column stays on the operator's Mac.

## Promoting text into the queue

From Comments, Discussions, or Questionnaires, select the rows and choose:

- **Promote to Q&A** on Comments; or
- **Promote text answers to Q&A...** on Discussions and Questionnaires.

A review sheet titled **Promote to Q&A** opens before anything becomes public. It lists every candidate, and the text of each row can be edited into the exact wording participants will see. Use the row button to strike a candidate; struck rows are not promoted. A source that was already promoted appears struck, labeled **Already promoted**, and cannot be edited or restored — this is what prevents the same comment from entering the queue twice. The footer counts how many of the candidates will be promoted, and **Promote** writes them in one step.

The queue keeps a copy of the text. Editing or deleting the original comment or answer afterwards does not change the queue entry, and removing a queue entry does not touch its source.

## Table

Columns show votes, an answered marker, the question text, the participant who wrote the source text, the source kind (Comment, Topic answer, or Question answer), tags, and the time it was promoted. The table sorts by vote count, highest first, and any column heading re-sorts it.

The participant column is operator-only. The queue sent to browsers carries the question text and its vote count and nothing else — no names and no device identity.

## Context-menu actions

With one row selected:

- **Edit...** rewrites the question text. Return or a double-click opens the same editor.
- **Mark Answered** removes the question from what participants see while keeping it in the operator's table; the row switches to **Mark Open** to put it back.
- **Push to ...** shows that single question to the current target, presented like an anonymous quote.

With any selection:

- **Remove from queue** deletes the questions and their votes after a confirmation. The source text is untouched.

Option-digit shortcuts toggle configured tags on the selected questions.

## Presenting the queue

**Display Q&A queue to ...** at the bottom of the tab presents the queue as ordinary stage content, so a later push or Clear Screens replaces it. The button is disabled when the queue holds no open questions and when the current target contains no Participant-role clients.

Participants see only open questions, ordered by vote count with the earliest promoted first among ties. The order a participant sees is fixed while the queue stays on their screen: voting updates that row's counter and selected state but never makes rows jump under the finger. Answered and removed questions disappear, and newly promoted ones appear, without the operator re-presenting.

Only Participant-role clients receive the queue. Room displays keep whatever they were showing, and moderators never receive it at all — so a display can hold a slide while the room votes on their phones.

Add the same step to an agenda with the **Q&A** entry in the Agenda command picker.

## Tags tab

Tags organize incoming answers, comments, reactions, and agenda rows. They do not define participant groups or push targets.

The screenshot displays the Orique application's 'Tags' tab. On the left, a sidebar shows a list of participants, including 'Room Display' and 'Session Moderator', along with a 'Commands' section containing 'Timer', 'Message', and 'Clear Screens' buttons. The main area, titled 'Tags', features a table with three columns: 'Shortcut', 'Color', and 'Name'. The table contains six entries: 'Ideas' (blue circle, shortcut 1), 'Follow up' (orange circle, shortcut 2), 'Applause' (green circle, shortcut 3), 'Decisions' (purple circle, shortcut 4), 'Questions' (yellow circle, shortcut 5), and 'Customer insight' (light blue circle, shortcut 6). Below the table, there are several empty rows for additional tags. At the bottom of the main area, there is a '+ New Tag' button.

*Tags support rapid categorization during a live session.*

Each tag has:

- a name;
- a color;
- an optional shortcut from Option-1 through Option-9; and
- an **Is available for moderator** setting.

Right-click a tag to:

- **Add to ... agenda as Auto tag**, which adds a step switching the auto tag;

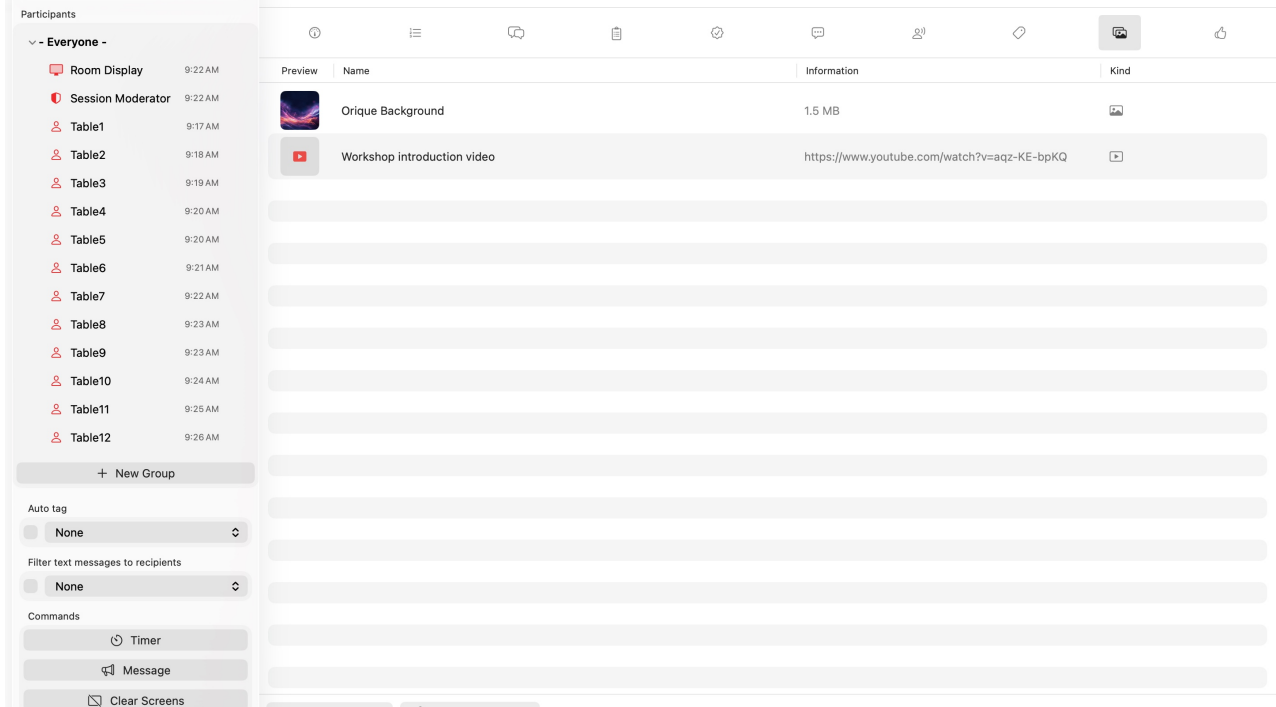
- New Tag** creates one.

Deleting a tag also removes it from existing tagged records.

When several tags share one shortcut, one press completes the entire set on every selected row. Once every

Media holds:

- imported images;



**Add media file...** imports one or more image or movie files. Orique copies the file into the session package. The

**Add YouTube url...** accepts common YouTube links and stores a normalized privacy-enhanced embed URL.

YouTube remains remote and requires internet access when presented.

Media rowe

Rows show a thumbnail or media icon, name, size or URL, import progress, and missing-file status. Double-click a local item to open it in the default macOS application.

Right-click to:

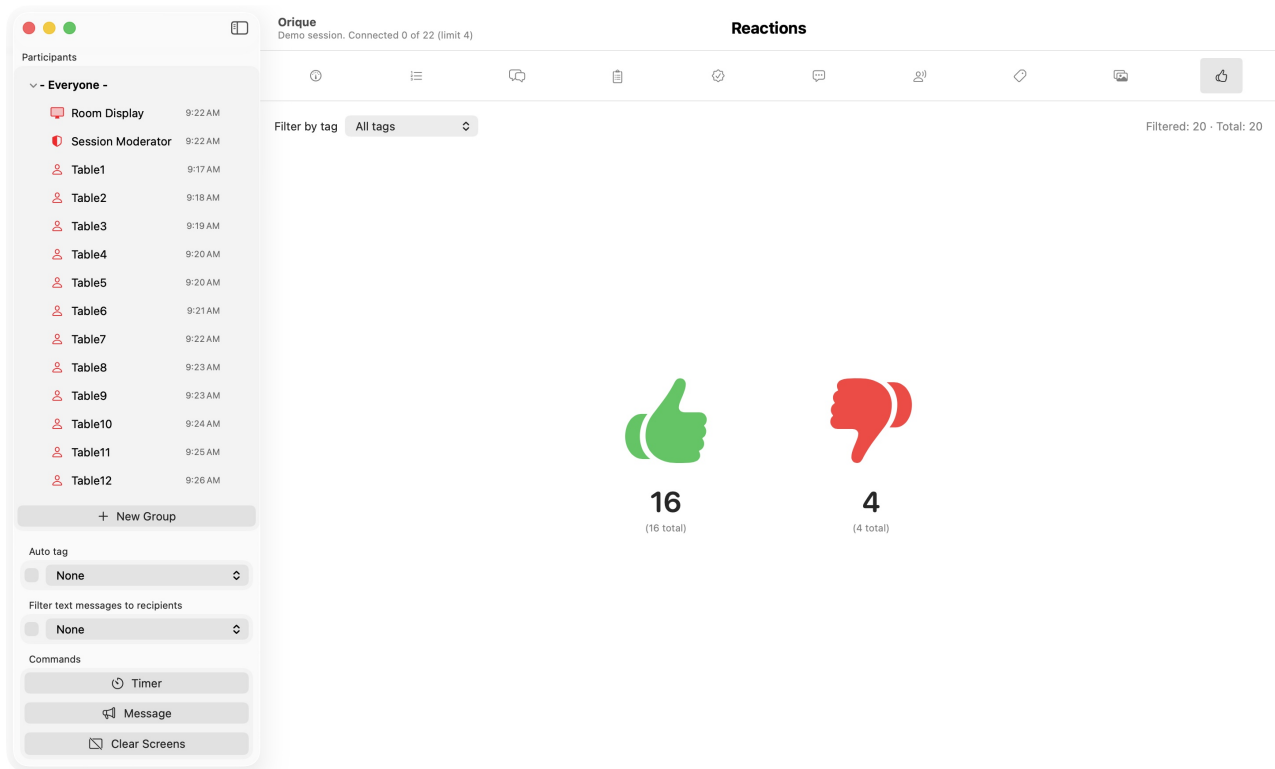
- push the media to the current target;
- push an image as a targeted background;
- add a display-media step to the selected agenda;
- add an image as a session background-change step; or
- delete the item.

Removing an image also clears the session background reference if it points to that image.

Local media is portable with the `.orique` document. YouTube content is not copied into it.

## Reactions tab

Reactions records every participant press of like or dislike.



*Each reaction is retained as an event, allowing totals and tag-based filtering.*

The tab shows:

- a tag filter;
- filtered and total event counts; and
- aggregate thumbs-up and thumbs-down totals.

Each press remains a separate record. If Auto tag is enabled, new reactions receive the current tag.

## Settings

Open macOS Settings for Orique with Command-comma. The settings window lists its areas down the left side; **Client display** is currently the only one. Changes apply to connected clients immediately and are saved in the current session.

## Language

Orique's browser client ships in nine languages: English, Svenska, Français, Deutsch, Español, Italiano, ไทย, 简体中文, and 繁體中文 (台灣). The operator application itself is translated into the same nine and follows the Mac's own per-application language setting in System Settings.

- **Default language** is what a client uses when it has not chosen one for itself. **Automatic (browser language)** lets each browser pick by its own locale; any other choice puts every undecided client into that language. A participant's own explicit choice stays on that browser and overrides this default.
- **Language files** hold **Export...**, **Import...** (**Replace...** once a file is loaded), and **Remove**.

**Export...** writes any built-in language as a JSON file. Edit it in a text editor and import it back: the file is copied into the session and becomes available to every browser client as **Custom**, named by the name declared inside the file. Where the imported file is missing translations, the pane reports its coverage below the buttons; a file that cannot be read reports the error in red.

A custom language is part of the session document, so it travels with it and is not a machine-wide setting.

## Participant screen

- **Text size:** 50% through 200% in steps, with 125% as the default.
- **Display language selector:** shows the language selector in the top-left corner of participant screens.
- **Display username:** shows the participant's name badge and lets them rename themselves.
- **Display Comment:** shows the lower-left Comment button.
- **Display Reaction:** shows the lower-right reaction buttons.

Display-role clients suppress all four personal controls regardless of these settings.

## Background

- **Background color**, with **Reset** back to black once it has been changed
- **Background image** chosen from imported images, or **None**
- **Text color:** Auto, Black, or White
- **Accent color**, with **Reset** back to Orique's own magenta

Auto text color estimates contrast against the background. For a visually busy image, explicitly choose Black or White; each also carries the answer cards with it, Black giving light cards and White dark ones. Pushed media uses a black media stage rather than the general page background.

The section footer names the session these settings are saved with.

## Search

**Command-F** opens one search field over everything in the open session: participants, groups, questionnaires, questions, discussions, topics, answers, comments, Q&A questions, tags, media, and agenda rows. It is disabled with no session open.

Matching is substring, case- and accent-insensitive, with no word boundaries — so a partial word matches, and this works the same in Thai and Chinese as in the Latin-script languages. Typing filters live, and results recompute as session state changes, so an answer that arrives mid-search appears.

Results are grouped by kind and ordered best first: exact matches, then prefixes, then substrings, with people and authored content above collected text — searching a participant's name finds the person before it finds an answer that mentions them.

Answers are searched by both their current text and the participant's original wording. Where only the original matched, the result says so, because the row it takes you to will not visibly contain what you searched for.

- **Up** and **Down** move through results while the field keeps focus.
- **Return** reveals the highlighted result.

- **Escape** closes the panel.
- Clicking a result reveals it.

Revealing switches to the result's tab, expands the rows above it, selects it, scrolls it into view, and closes the panel. The result list is a way to reach the row, not a place to work — everything you might do next is on that row's own context menu. Revealing a participant or a group selects it in the side panel instead, which also makes it the current push target. An agenda result switches to its agenda first.

The field keeps its last query while Orique runs, selected when the panel reopens, so **Command-F** twice repeats a search rather than retyping it.

Search is operator-only. Nothing about it is exposed to browser clients, including moderators, whose workspace is anonymous by construction.

## File, Edit, View, and Help menu commands

### File

- **New Session...** (**Command-N**)
- **New Session from Session...**
- **Open Session...** (**Command-O**)
- **Open Recent**
- **Save As...** (**Shift-Command-S**)
- **Import from Session...**
- **Export**

### Edit

- **Undo** (**Command-Z**)
- **Redo** (**Shift-Command-Z**)
- **Find...** (**Command-F**) — see [Search](#).

### Importing content from another session

**Import from Session...** copies prepared content out of another **.orique** document into the session that is open. It is meant for a workshop you run again: the questionnaires, discussion topics, tags, media, and agenda you authored last time come across, and nothing that was collected does.

Choosing a session opens a sheet listing what it holds — questionnaires with their question counts, discussions with their topic counts, tags, media, the rows of each agenda, and an optional Appearance row. Tick what you want; the footer counts what will be written, and nothing is written until you press **Import**.

What the sheet tells you before you commit:

- An item whose name matches something this session already has is marked as such. Import adds, it never merges, so you would otherwise discover two "Retrospective" discussions afterwards.
- An agenda row is a reference, so ticking one also brings in what it points at — its questionnaire, discussion, topic, media item, or tag — and the row says which. A row quoting a participant's answer cannot be imported; the footer counts those as skipped.

Everything imported is an independent copy with new identifiers. Editing it does not touch the session it came from, and that session cannot change it. Some details worth knowing:

- A tag matching an existing one by both name and colour is reused rather than added a second time. A new tag keeps its ☐-digit shortcut only when that shortcut is free.
- Imported agenda rows are appended to the end of the same-named agenda, keep their relative order, and target everyone — a stored target names people in the other session's room.

- Media files are copied into this session's package. A large video takes a moment and the item cannot be pushed until its file has landed.
- **Appearance** brings the display settings and the background image, and is off by default.
- The session that is already open cannot be used as the source.

**New Session from Session...** is the same operation for a document that does not exist yet: choose where the new session lives, choose the session to copy from, and the sheet opens with everything ticked so you can still exclude. Participants, answers, comments, reactions, and the Q&A queue are never brought across by either command, which is what makes this different from duplicating last month's session with Save As and deleting the previous room's data by hand.

## Undo

**Command-Z** takes back the last destructive change to the session, and the Edit menu names what that is — "Undo Delete Discussion", "Undo Clear Answers". **Shift-Command-Z** performs it again. After an undoable action a bar appears above the tabs saying what happened and offering **Undo**; it disappears after about ten seconds, and the action stays available from the Edit menu after it does.

Undoable:

- deleting a questionnaire, discussion, tag, participant group, media item, comment, single answer, custom agenda, or Q&A queue entry;
- clearing the answers to a questionnaire, question, discussion, or topic;
- removing an agenda item, an agenda group, or an item from its group;
- removing a participant from a group.

What comes back is exactly what was deleted, with the same identities: a restored discussion brings back its topics and every answer beneath them, including any text you had edited and the tags stamped on it, and agenda rows that pointed at it resolve again. A restored tag reappears on everything it was stamped on. A deleted media file is held inside the session package until its undo entry is gone, so undoing brings the file back, not just its row.

Deliberately not undoable:

- **Pushes and Clear Screens.** What the room saw cannot be unseen, and re-pushing superseded content to every phone would be a new push rather than an undo.
- **Discarding a rehearsal.** That is the irreversible half of a two-button choice, and the sheet says exactly what it will delete before you choose it.
- **Document operations** — New, Open, Save As, and import.
- **Edits made by browser moderators.**

Two limits worth knowing before you rely on it:

- The history holds the last 20 actions and is **lost when the session is closed or another one is opened**. It is not stored in the document, so reopening a session tomorrow does not offer to undo today's deletions.
- Deleting a questionnaire, discussion, tag, group, or custom agenda still asks for confirmation. Undo is a second net, not a replacement for the first.

**Command-Z** still works normally inside a text field you are typing in; the session's undo only takes over when the field has nothing left to undo.

The **Export** submenu writes files from the open session. The CSV kinds — Participants, Comments, Reactions, Question Answers, Topic Answers, Q&A Questions, and Scores — are UTF-8 and retain participant attribution; a kind with nothing to write is disabled, which is why Scores stays disabled until the session has a scored question. Below them, **Session Report (Markdown)** and **Session Report (PDF)** produce one document covering the session, built by walking the Main agenda in the order it was run, with anything answered but never reached from that agenda in an appendix. If the session has scored questions, the report adds a Scores section: without **Include participant names** it is an average ("N of M correct") plus a note that individual scores are omitted, and with it a table naming every participant's correct and answered counts — the report's own anonymity rule governs the

leaderboard's one exception the same way it governs everything else. The report's save panel offers **Include participant names**, which is off by default: the report is the artifact that leaves the room, so it is anonymous unless the operator decides otherwise.

Save As is disabled while any client is connected because copying safely requires closing the database and restarting the server.

Opening another session while clients are connected requires confirmation because the switch disconnects the current room.

## View

**Reload Clients** (**Shift-Command-R**) instructs connected browser pages to reload. Stored browser identity survives, so clients rejoin automatically. Use this if client resources have changed or a venue browser is visibly stale. The command is disabled while the server is stopped.

## Help

- **Documentation** opens the hosted documentation in the default browser.
- **Orique Help** shows the same address in a panel, as a link that can be clicked or copied.

Both point at <https://www.neodarque.com/orique>. Orique has no built-in help book, so these are the only Help entries.

## Table state

The detail tabs are rebuilt whenever you switch between them, but each table remembers, for as long as Orique is running, which rows were expanded, which were selected, and how wide you dragged its columns. Leaving Discussions to check Media and coming back therefore returns you to the row you were working on. Nothing here is stored in the session document.

# Browser client guide

[Documentation index](#)

## Opening Orique

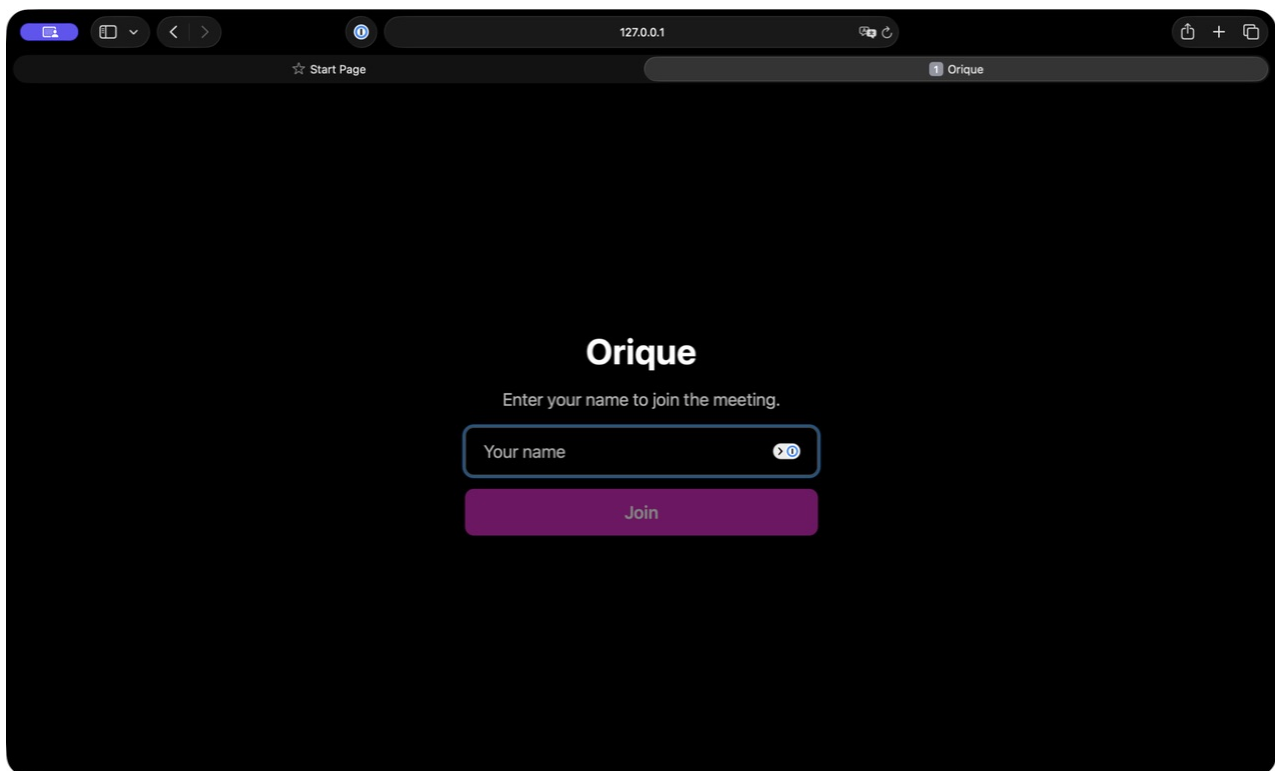
Open the join URL shown on the operator's Overview tab, including the port:

```
http://<operator-mac-ip>:8080
```

The browser downloads the client application directly from the Mac. If the page does not load, see [Requirements and network preparation](#) and [Troubleshooting](#).

Use a normal, modern browser profile. Private browsing or policies that clear site data can prevent the browser from remembering its identity and acknowledged votes.

The join screen names the open session under the Orique title, so a participant can confirm they reached the right meeting before entering their name. No session name appears when no session is open.



*A participant enters a name the first time this browser profile connects.*

## Joining

On first use:

1. Enter your name.
2. Select **Join**.
3. Wait for the operator to present content.

The browser stores the name and a device token. On later visits it attempts to rejoin automatically. The token represents this browser profile on this device; it is not a user account.

If the session has reached its plan limit, the page shows **This meeting is full** and a **Try again** button. It does not retry automatically.

## Connection states

The client can show:

- **Connecting...**
- **Connection lost — reconnecting...**
- **This meeting is full**
- the joined waiting screen

After an unexpected disconnect, reconnection uses increasing delays from about one second up to fifteen seconds. When the connection returns, the server replays current settings and presentation content.

The operator can request a full client reload. The page retains its stored name and token and rejoins.

## Participant chrome

Depending on operator settings, a participant may see:

- a **Language** selector in the upper-left;
- a name badge in the upper-right;
- a Comment button in the lower-left; and
- like/dislike buttons in the lower-right.



*The waiting screen uses the session background while keeping enabled participant controls accessible at the edges.*

Select the name badge to edit your name. The operator can disable this control and can always rename the device from the Mac.

## Language

The client is translated into English, Svenska, Français, Deutsch, Español, Italiano, ไทย, 简体中文, and 繁體中文 (台灣). Where the operator has imported a custom language file, it appears as an extra entry named by that file.

Without a choice of its own, a browser follows the meeting's default: either the language the operator selected for the session, or — where the operator left the default automatic — the browser's own locale, falling back to English when it names none Orique has. **zh-HK** and **zh-MO** read the traditional script and land on 繁體中文 ( 台灣 ) .

When the operator enables the selector, a participant can override this for their own browser. **Meeting default** is the first entry and gives the override back. The choice is stored in that browser and survives reloads and reconnections; it is not visible to the operator and does not affect anyone else. Room displays and moderators never show the selector.

## Comments

Select **Comment**, type a message or question, and select **Send**. A "Comment sent" confirmation rises briefly over the stage and fades after four seconds — sending another comment while it is still visible restarts the four seconds. The operator sees the attributed comment and can edit, tag, combine, or delete it.

## Reactions

Select thumbs up or thumbs down. Every press is recorded as a separate reaction. The operator sees aggregate totals and can filter them by tag.

## Presentation content

The center of the page is the stage. It can show:

- an image;
- a local video with browser playback controls;
- a YouTube video;
- a single question;
- a questionnaire;
- a discussion;
- one discussion topic;
- an anonymous quoted answer;
- an operator message;
- a countdown timer;
- live results;
- a word cloud;
- the scored-question leaderboard;
- a personal score;
- the Q&A queue; or
- an empty waiting screen.

Messages may contain headings, emphasis, and lists. They do not execute HTML and do not support arbitrary links or embedded content.

## Answering questions

### Single choice

Choose one option. If the option allows a comment, an optional text box appears. Select **Send answer**.

### Multiple choice

Choose one or more options. Each chosen option may have its own optional comment. Select **Send answer**.

### Free text

Type the answer and select **Send answer**.

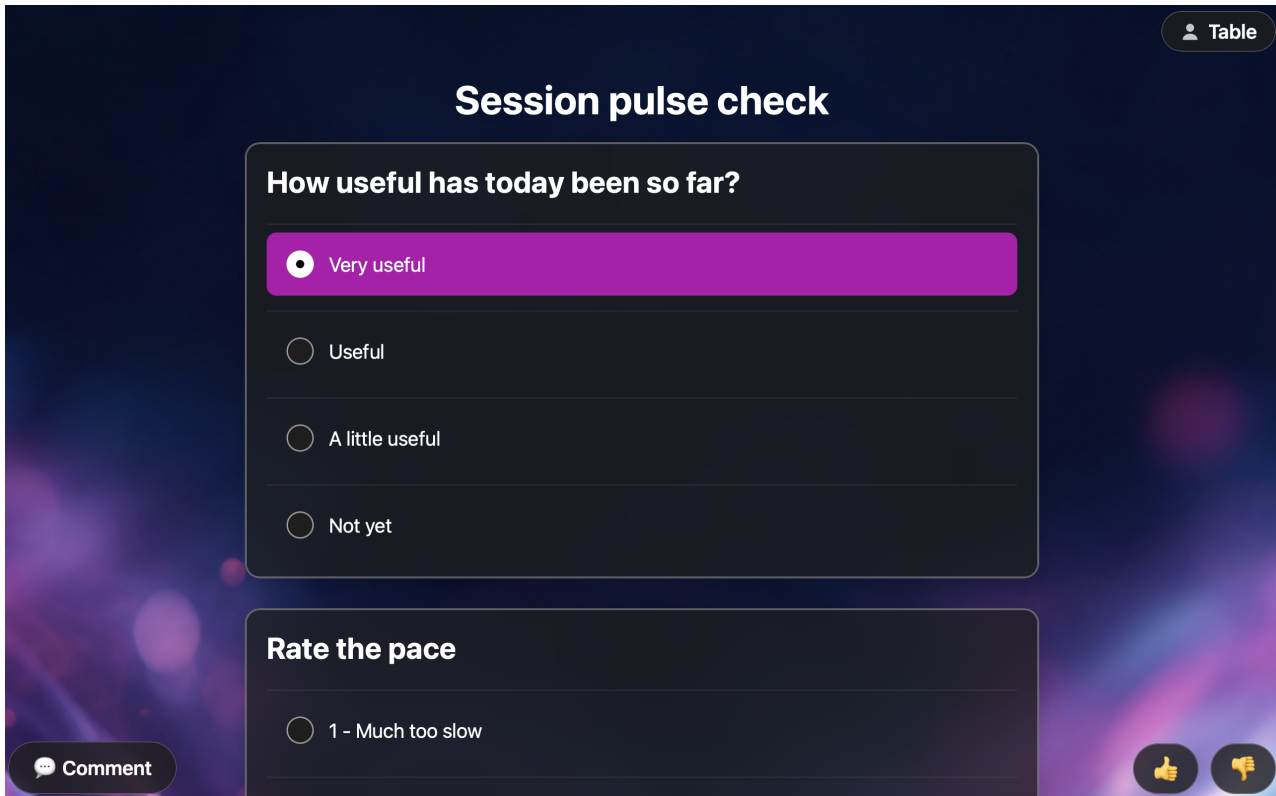
## Grade

Choose one value or labeled step. If the step allows a comment, an optional text box appears. Select **Send answer**.

The form becomes sendable only when it contains an answer. The operator may allow one, several, or unlimited votes. After a confirmed vote, the form clears for the next vote when more are allowed. Confirmation—not merely pressing Send—is what advances the local vote count.

## Answering a questionnaire

A questionnaire shows several questions in one scrollable form.

The screenshot shows a mobile application interface for a 'Session pulse check'. At the top right, there is a 'Table' button with a person icon. The main title 'Session pulse check' is centered at the top. Below it, the first question is 'How useful has today been so far?'. It has four radio button options: 'Very useful' (selected, highlighted in purple), 'Useful', 'A little useful', and 'Not yet'. Below this is another question, 'Rate the pace', with one visible radio button option '1 - Much too slow'. At the bottom left, there is a 'Comment' button with a speech bubble icon. At the bottom right, there are two thumbs-up/down icons for feedback.

*Questionnaires are designed for a shared-screen or kiosk-style browser and remain usable with touch input.*

- Answer any presented questions that apply.
- Select **Send answers** once.
- All answered questions in that press are submitted as one questionnaire vote.

The browser clears the form only after the server confirms the complete submission.

## Walking through a discussion

A discussion presents one free-text topic at a time.

1. Read the discussion title, topic title, and optional description.
2. Type an answer.
3. Select **Send answer**.
4. Wait for server acceptance.
5. Continue to the next topic.

The client does not advance merely because Send was pressed. This prevents a brief Wi-Fi failure from silently skipping an answer.

One complete pass through all topics is one walk/vote. If another walk is allowed, select **Answer again**. A reload during an incomplete walk resumes from the acknowledged topic state stored in the browser.

## Results

Live results can show:

- answer totals;
- option bars, counts, and percentages;
- grade averages;
- anonymous free-text answers; and
- anonymous comments attached to options or grade steps.

The operator may filter which text is shown. Withheld text is not displayed, but it still contributes to totals and option counts.

## Scores leaderboard and personal score

For a session with scored questions, the operator can push a ranked leaderboard naming the top participants, or switch a participant's own screen to show only their own standing while room displays in the same push keep showing the ranking. This is the one room-facing screen in Orique that shows participant names — everything else stays anonymous.

## The Q&A queue

When the operator presents the queue, the stage shows **Questions from the room** as a numbered list. Each row is one question with its current vote total.

- Select a row to add your vote; select it again to take the vote back.
- There is no limit on how many different questions you may vote for, but each question takes at most one vote from you.
- Totals update live as the room votes.
- The order of the list does not change while it is on your screen. A question you are about to press will not jump away under your finger because someone else voted.

Questions the operator marks as answered leave the list, and newly promoted ones appear, without the operator presenting it again.

You cannot post to the queue from the browser. Every entry is text the operator chose to promote — usually a comment or a written answer — so send questions the ordinary way, with the **Comment** button.

Only Participant-role clients receive the queue. A room display keeps showing whatever the operator last sent it, which is what makes it possible to hold a slide on the projector while the room votes on their phones.

## Timers

Timers count down from the duration chosen by the operator. A reconnect or reload does not restart a timer; it resumes against the original absolute end time. An expired timer remains at zero until the operator shows other content or clears the screen.

## Display clients

After a browser joins, the operator can assign it the **Display** role.

A display client:

- receives presentation content;
- hides the name badge;

- hides comments and reactions;
- can receive a room-facing result counterpart while participants retain a voting screen;
- shows the leaderboard even when participants are switched to their personal scores instead;
- never receives the Q&A queue, which goes to participants only; and
- remains subject to the normal connection limit.

Recommended setup:

- join with a descriptive name;
- use a dedicated display device;
- enable OS-level kiosk/fullscreen mode;
- disable sleep and notifications;
- connect through wired Ethernet if available; and
- test video and audio.

There is currently no special display URL or idle QR display. The browser joins normally and the operator changes its role.

## Moderator workspace

After a browser joins, the operator can assign it the **Moderator** role. The presentation stage is replaced by **Answer moderation**.

— ORIQUE MODERATOR

### Answer moderation

Anonymous answers update live as participants submit them.

Topic Answers 100 Question Text Answers 58

Filter by tag All tags

| STATUS | SUBMITTED AT ▼    | DISCUSSION    | TOPIC                 | TEXT                                              | TAGS      |
|--------|-------------------|---------------|-----------------------|---------------------------------------------------|-----------|
| ✉      | 23/07/2026, 12:53 | Looking ahead | What would make t...  | Choose one shared measure and review it together. | Ideas     |
| ✉      | 23/07/2026, 12:53 | Looking ahead | What opportunity s... | Make room for closer customer feedback.           | Applause  |
| ✉      | 23/07/2026, 12:53 | Looking ahead | What would make t...  | Choose one shared measure and review it together. | Applause  |
| ✉      | 23/07/2026, 12:53 | Looking ahead | What opportunity s... | Make room for closer customer feedback.           | Follow up |
| ✉      | 23/07/2026, 12:53 | Looking ahead | What would make t...  | Choose one shared measure and review it together. | Follow up |
| ✉      | 23/07/2026, 12:53 | Looking ahead | What opportunity s... | Make room for closer customer feedback.           | Ideas     |
| ✉      | 23/07/2026, 12:52 | Looking ahead | What would make t...  | Choose one shared measure and review it together. | Ideas     |
| ✉      | 23/07/2026, 12:52 | Looking ahead | What opportunity s... | Make room for closer customer feedback.           | Applause  |
| ✉      | 23/07/2026, 12:52 | Looking ahead | What would make t...  | Choose one shared measure and review it together. | Applause  |

*The moderator workspace receives anonymous text fragments in real time and provides filtering, selection, editing, and tagging tools.*

The moderator view is anonymous. It includes content labels and answer text but does not include participant names, device tokens, stable pseudonyms, internal voting IDs, or vote IDs.

A moderator receives neither presentation content nor the Q&A queue. Promoting text into the queue is an operator action; a moderator's part in it is editing the answer text before the operator promotes it.

## Tabs

- **Topic Answers** shows discussion-topic text.
- **Question Text Answers** shows free-text questions and comments attached to choices or grade steps.

Each tab shows a live count.

## Table and filtering

Use **Filter by tag** to show all answers or one moderator-visible tag.

Table columns include:

- opened/edited status;
- submission date and time;
- discussion or questionnaire;
- topic or question;
- option for question text where relevant;
- current moderated text; and
- tags.

Select a column heading to sort. Drag a header grip to resize its column, double-click the grip to reset it, or focus the grip and use Left/Right arrows. Column widths are saved in that browser.

## Row selection

Selection behaves like a desktop file list:

- click selects one row;
- Command-click on Apple platforms, or Control-click elsewhere, toggles a row;
- Shift-click selects a range;
- Shift-Up/Down extends with the keyboard;
- Command-A or Control-A selects all; and
- the darker lead row is the row opened by Return or Edit.

On macOS, Control-click is reserved for the context menu and does not toggle selection.

## Editing

Double-click, press Return, or choose **Edit**. Opening a row marks it opened.

The editor shows:

- current answer text;
- full submission time;
- original participant text when the current text differs; and
- tags the operator has made available to moderators.

Return saves the text; Shift-Return inserts a newline. Tag changes are saved through the server and update other moderator clients.

## Tag shortcuts

Option-1 through Option-9 toggles tags assigned to that shortcut across the whole selection. If several tags share a shortcut, the selection is moved together into either the fully tagged or fully untagged state.

## Combining answers

Select two or more rows, right-click, and choose **Combine to agenda message**. The dialog creates one markdown bullet per answer. Edit the title and message, then select **Add to agenda**.

The result is appended to the operator's **Moderation** agenda. It is not shown to the room automatically. The operator reviews and presents or moves it.

## Browser-local data

Oriqué stores these values in `localStorage`:

- the device token;
- the confirmed display name;
- acknowledged votes and discussion progress;
- which Q&A questions this browser has voted for;
- a chosen language, where it differs from the meeting default; and
- moderator table column widths.

Clearing site data makes the browser appear as a new device and removes its local vote memory. The server's stored participant and answer records remain in the `.orique` document.

Using the same browser profile on the same device is therefore important when participants should resume after a reload.

## Attention reporting and privacy

The browser reports whether:

- the page is visible;
- its window has focus; and
- the page itself entered browser fullscreen.

It also makes a best-effort report when the page is closed or navigated away from. This information is used only for live operator awareness and is not persisted.

# Sessions, operation, and troubleshooting

[Documentation index](#)

## Session documents

An Orique meeting is a `.orique` package. It contains:

```
Meeting.orique/  
├─ session.sqlite  
└─ Media/
```

The database stores authored content, participants, groups, settings, agendas, answers, comments, reactions, tags, moderation state, and the Q&A queue with its votes. Imported images and videos are copied into `Media/`.

YouTube items store only a remote URL and therefore remain dependent on the internet.

## One session at a time

One Orique process owns:

- one operator window;
- one open session;
- one embedded server; and
- one port.

Opening another session stops the current server, replaces the document, and starts the server for the new session. If clients are connected, Finder-open requests require confirmation.

## Creating, opening, and copying

Use the File menu:

- **New Session...** creates and opens a new package.
- **New Session from Session...** creates a new package and copies the prepared content of an existing one into it.
- **Open Session...** opens an existing package.
- **Open Recent** uses remembered security-scoped bookmarks.
- **Save As...** makes a complete copy and continues in the copy.
- **Import from Session...** copies prepared content from another package into the session that is open.

Import and Save As solve different problems. Save As duplicates a whole meeting, responses included, and continues in the copy. Import brings authored material — questionnaires, discussions, tags, media, agenda steps — into the session already open, and brings nothing that was collected, so there is nothing to clean up afterwards. See the [operator interface guide](#) for what the import sheet shows before it writes anything.

Save As is unavailable while a client is connected. Orique closes the database before copying so the copied SQLite state is consistent, then restarts the server.

The session's title-bar document icon represents the actual package and can be used with normal macOS document interactions such as revealing it in Finder.

## Storage recommendations

For a live event:

- keep the active session on a local, non-synchronized disk;
- do not edit package contents manually;

- keep adequate free disk space;
- do not copy the package while Orique is actively writing it; and
- close or stop live operation before moving it.

Between events, copy the closed package to backup or synchronized storage.

Orique warns rather than blocks when a session is opened from a recognized synchronized folder. The risk is that a sync tool may copy the live SQLite database mid-write.

## Event-day operating checklist

### Before opening the room

- ☐ Copy the final session to a local non-synchronized folder.
- ☐ Open it and confirm the expected session name.
- ☐ Start the server.
- ☐ Verify the join URL from a separate device.
- ☐ Confirm the Mac is on power and will not sleep.
- ☐ Test the Main agenda from beginning to end.
- ☐ Check every agenda target.
- ☐ Leave rehearsal mode — the window must not read **Rehearsing**.
- ☐ Confirm Auto tag and Filter text messages to recipients are in the intended states.
- ☐ Assign and test Display and Moderator clients.
- ☐ Test local video, audio output, and seeking.
- ☐ Confirm YouTube internet access if any YouTube items remain.

### While participants join

- ☐ Watch the connected count.
- ☐ Check red and yellow participant status icons.
- ☐ Rename ambiguous devices.
- ☐ Assign groups and special roles.
- ☐ Ask supplied-device users to remain in kiosk/guided-access mode.

### During presentation

- ☐ Check the current target before an immediate push.
- ☐ Check the active agenda name before adding an item.
- ☐ Watch the current-screen icon beside participant rows.
- ☐ Moderate text before showing sensitive responses.
- ☐ Read the promotion sheet's wording before promoting anything to the Q&A queue; it is what the room will see.
- ☐ Mark Q&A questions answered as you go, so the queue reflects what is still open.
- ☐ Remember that live results continue updating.
- ☐ Use Clear Screens when content should no longer be visible.
- ☐ Use **Command-F** to find a specific answer rather than hunting through tabs.

### After the event

- ☐ Stop the server.
- ☐ Verify the session package remains accessible.
- ☐ Make a backup only after active use has ended.

- [ ] Export what the session should leave behind: **File** → **Export** writes the CSV kinds and the session report (Markdown or PDF).

## Troubleshooting

### No join URL appears

Check:

1. A session document is open.
2. Overview shows **Running**.
3. The Mac has an active non-loopback IPv4 network address.
4. The server did not report an error.

If the Mac has only IPv6 connectivity, the current join-URL discovery will not produce an IPv4 URL.

### The join URL opens on the Mac but not on other devices

This usually indicates a routing or firewall problem.

Check:

- the client is on the intended LAN;
- the client can reach the exact Mac IP address;
- TCP port **8080** is permitted;
- macOS Firewall allows Orique;
- third-party endpoint security allows inbound traffic;
- wireless client isolation is disabled;
- the devices are on the same subnet, or inter-subnet routing exists;
- the client is not trapped behind a captive portal; and
- neither device is using a VPN that blocks local traffic.

Do not substitute `localhost` or `127.0.0.1` on a client; those addresses refer to the client itself.

### The page loads but stays Connecting

The HTTP page may be allowed while WebSockets are blocked.

Ask venue IT to permit the WebSocket upgrade at:

```
ws://<mac-ip>:8080/ws
```

Also inspect proxies, content filters, and VPNs.

### Connection lost — reconnecting

The client retries automatically with backoff. Check:

- Wi-Fi signal;
- whether the Mac changed address or network interface;
- whether Orique was stopped or switched to another session;
- whether the Mac slept;
- whether the browser page was suspended; and
- whether the venue network has short idle timeouts.

When the connection returns, the server replays current content.

### This meeting is full

The server has reached the active plan's connection limit. A rejected browser does not retry automatically.

Options:

- disconnect an unused client and select **Try again**;
- check for duplicate or forgotten display/moderator clients;
- verify the active subscription on Overview; and
- restart the server if the entitlement changed after it was started.

## The wrong IP address is shown

Oriqué prefers active `en*` interfaces, but a Mac with several network interfaces can still expose an address clients cannot reach.

Temporarily disable unused Wi-Fi/Ethernet adapters, virtual network adapters, or VPNs, then restart the server. Verify the new address from a real client.

## A participant appears twice

Identity belongs to a browser profile and its stored device token. A private window, another browser, another profile, or cleared site data creates a new identity.

Use one stable browser profile per participant device. The operator may rename records for clarity.

## A participant reloaded and lost progress

Vote acknowledgements and discussion progress are stored in browser `localStorage`.

Progress may be lost if:

- site data was cleared;
- a private window was closed;
- the participant changed browser or profile;
- storage is disabled by policy; or
- a kiosk system resets browser storage between launches.

Server-stored submitted answers are not removed by clearing browser data, but the new browser identity may be allowed to vote again.

## Submitted content does not appear

For an answer:

- wait for server acknowledgement;
- check that the client is still connected;
- verify the allowed vote count has not been reached;
- ensure the question or discussion currently shown is the intended presentation; and
- inspect the operator's current questionnaire/discussion tree.

Over-limit votes are rejected without acknowledgement.

For comments or reactions, confirm the corresponding client display setting is enabled and that the Auto tag and filter settings are not hiding the expected view.

## Text is missing from results but counts are correct

This is expected when:

- **Filter text messages to recipients** is enabled and the text lacks the selected tag; or
- the moderated text was intentionally changed to an empty string.

Oriqué withholds the text but preserves its contribution to counts, percentages, and averages.

## Finding a specific answer

By the end of a workshop a session holds a few hundred texts spread across Questionnaires, Discussions, and Comments, each behind its own tab and its own disclosure tree. Rather than opening all three and scrolling, press **Command-F**, type any part of what you remember, and press Return on the result. Orique switches to the right tab, expands the rows above it, and selects it — the context menu you would have gone looking for is right there.

Two details worth knowing when something seems missing:

- Search matches **partial words**, so "park" finds "parking". If a phrase finds nothing, try a shorter fragment of it.
- Answers you have edited are searchable by both the current text and what the participant originally wrote. A result marked *matched the original text* will not visibly contain your search term — that is why it says so.

An answer that has been deleted, or whose question was deleted, is not searchable. See also **Submitted content does not appear**.

## The window says Rehearsing

Rehearsal mode is still on. It is stored with the session, so it stays on across quitting and reopening — a rehearsal on the morning of the event is still in force at 10:00 unless you left the mode.

Everything collected while it reads **Rehearsing** is marked as rehearsal data. Click **Finish Rehearsal...** in the banner above the tabs and choose:

- **Keep** if the room has already started answering for real — the answers become ordinary session data and nothing is lost;
- **Discard** if everything collected so far was the rehearsal.

Discard deletes only what arrived while the mode was on. Anything collected before you entered rehearsal mode, everything you authored, and the participants themselves are untouched.

## The Q&A queue does not appear on participant screens

**Display Q&A queue to ...** is disabled when the queue holds no open question, or when the current side-panel target contains no Participant-role client. Check both:

- the Q&A queue tab has at least one row whose Answered marker is empty — answered questions are kept for the operator but withheld from the room; and
- the selected target is not made up entirely of displays and moderators.

If the button was available and the room still shows something else, the queue is ordinary stage content: a later push or Clear Screens to the same recipients replaced it. Present it again.

Room displays are expected not to show it. The queue goes to participants only.

## A promoted question is not the text the participant wrote

The queue keeps its own copy of the text as it read when it was promoted. It is also the text edited in the promotion sheet, which is where the wording is meant to be fixed. Editing the original comment or answer afterwards does not update the queue entry; use **Edit...** on the Q&A row instead.

For the same reason, **Remove from queue** deletes only the queue entry and its votes. The comment or answer it came from stays where it was.

## I deleted the wrong thing

Press **Command-Z**. The Edit menu names what it will take back — "Undo Delete Discussion", "Undo Clear Answers" — and a bar above the tabs offers the same thing for about ten seconds after the deletion. What comes back is exactly what went, identities included: a restored discussion brings back its topics and their answers with any edited text and tags intact, a restored tag reappears on everything it was stamped on, and a deleted media file is brought back out of the session package rather than needing to be re-imported.

Two limits. The history holds the last 20 actions and is lost when the session is closed or another one is opened — it is not stored in the document, so reopening a session tomorrow will not offer to undo today's deletions. And a push cannot be taken back: what the room saw cannot be unseen, so undo covers deletions of session data, never

what was shown. Discarding a rehearsal is likewise final, which is why its sheet names the figures first.

If the undo reports that it can no longer be performed, the session has changed underneath it — the question those answers belonged to has since been deleted, for instance. Nothing is partially restored in that case, and the entry is dropped.

### Build Word Cloud is not in the menu

Word clouds are built from keywords produced by Apple Intelligence on the operator's Mac, and the command is hidden rather than disabled where those keywords cannot exist. Read the **Word Cloud** row on Overview: it names the reason, which is either that this Mac does not support Apple Intelligence, that Apple Intelligence is switched off in System Settings, or that macOS is still downloading the model.

Availability is read once when Orique launches. After turning Apple Intelligence on, or after the download completes, quit and reopen Orique.

If the row says **Preparing keywords**, the feature works and the queue has simply not caught up; the sheet opens on whatever is ready and fills in as the rest land.

### A client is showing the wrong language

A browser that has chosen a language of its own keeps that choice until it is changed back, and the operator cannot see or override it. Ask the participant to open the **Language** selector in the upper-left of their screen and choose **Meeting default**. If they have no selector, enable **Display language selector** in **Settings** → **Client display**.

For a browser that has made no choice, the language comes from **Default language** in the same pane. With that left at **Automatic (browser language)**, each device follows its own locale, which is why a room can end up mixed; select an explicit language to put every undecided client into one.

A custom language file that has been removed from the session leaves clients that had selected it on the meeting default instead.

### Results stopped updating

Live results stop for recipients who receive overlapping new content. Push the results again to restart the results presentation for that target.

### A display still shows participant controls

Confirm in the side panel that its Type is **Display**. A device only becomes a display after joining and being reassigned by the operator.

If the role is correct but the page is stale, use **View** → **Reload Clients**.

### A moderator sees no answers

Check:

- the client Type is **Moderator**;
- the correct Topic Answers or Question Text Answers tab is selected;
- the tag filter is set to All tags when testing;
- answers with text have actually been submitted; and
- the server connection is live.

Only free text and comments associated with a choice or grade step appear as moderation fragments. Pure numeric/selection answers have no editable text row.

Only tags marked **Is available for moderator** appear in the workspace.

### Local media cannot be pushed

Wait for **Copying into session...** to finish. If an item shows **File missing**, the package's imported media file is unavailable.

Try reopening the session from a complete copy. Do not move individual files out of the **.orique** package.

## Video will not play or seek

Check:

- browser codec support for the imported file;
- network bandwidth;
- that **/media/...** requests and HTTP range requests are allowed;
- that the media copy completed; and
- the browser's autoplay policy.

Local video uses native browser controls and requests byte ranges for seeking.

## YouTube does not play

YouTube requires internet access from the display client, not just from the operator Mac.

Check:

- DNS and internet access;
- firewall/content-filter access to YouTube;
- browser autoplay policy; and
- whether the venue blocks embedded players.

When audible autoplay is blocked, the client attempts muted playback. For offline-critical events, replace YouTube with an imported local video.

## Background or text is difficult to read

Open **Settings** → **Client display** and:

- choose an explicit Black or White text color instead of Auto;
- adjust the background color or image;
- change the accent color; or
- increase text size for a room display.

Auto contrast can be fooled by visually busy images.

## Save As is disabled

At least one client is connected. Disconnect clients first. Safe copying closes the database and restarts the server, so Orique does not offer this operation to an active room.

## A synchronized-folder warning appears

Continue only if necessary. For live use, move or Save As the session into a local folder that is not actively synchronized. It is safe to copy the closed session back to synchronized storage after the event.

## Current operational limitations

- One operator window and one open session.
- Fixed server port **8080**.
- IPv4 join URL discovery.
- No built-in internet relay or remote-hosting mode.
- No dedicated display URL or unlimited display-only connection.

- The Q&A queue is operator-curated: participants upvote it but cannot post to it, and it is presented to participant clients only, never to room displays.
- No timers attached directly to a question or topic; standalone timers and agenda timer steps are available.
- Export writes files from the operator's Mac on request; there is no scheduled, automatic, or cloud-delivered reporting.

These limitations should be considered when choosing Orique for an event and when briefing venue staff.