

Google Meet is an online meeting room where you will be able to communicate with your teacher and classmates.



Joining a Google Meet from Google Classroom

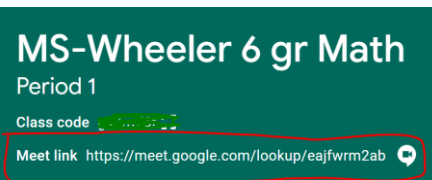
**STEP 1**

Go to **classroom.google.com** or select “**Classroom**” from Clever or the Google Apps Menu



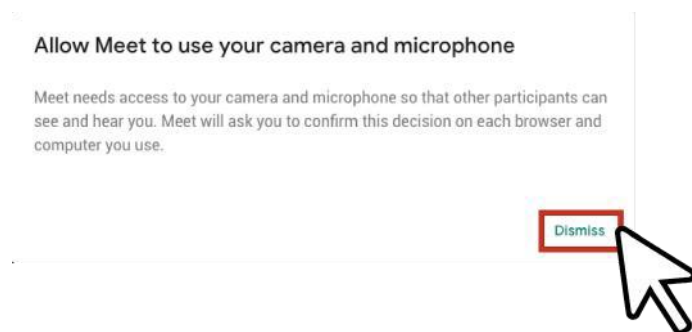
**STEP 2**

Locate your teacher’s post that includes a link to the Google Meet or look for the link under the title of your class; click the link to enter the meeting room



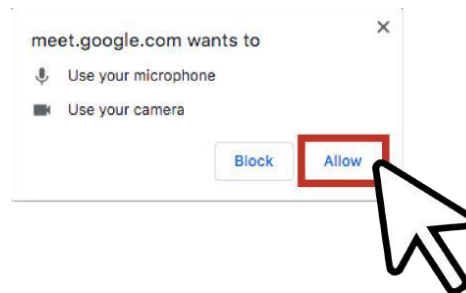
**STEP 3**

You may see a pop-up window that says “**Allow Meet to use your camera and microphone**”; click “**Dismiss**”



**STEP 4**

You may be asked to turn your camera and microphone on; click “**Allow**”



**STEP 5**

Click “**Join now**”



## Joining a Google Meet from Your Calendar

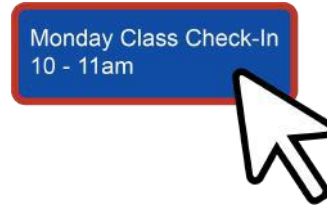
### STEP 1

Go to **calendar.google.com** or select “Calendar” from the Google Apps menu



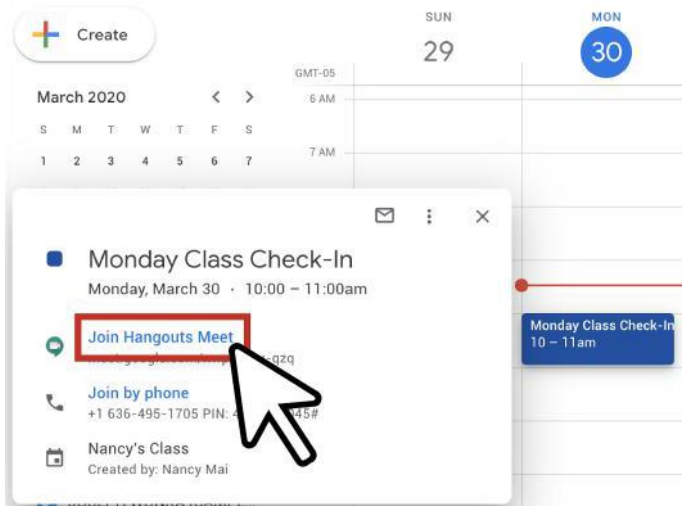
### STEP 2

Locate and click the calendar event



### STEP 3

Click “Join Hangouts Meet”

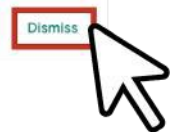


### STEP 4

You may see a pop-up window that says “Allow Meet to use your camera and microphone”; click “Dismiss”

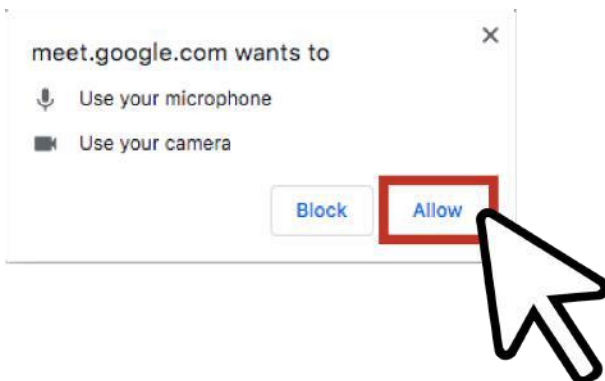
Allow Meet to use your camera and microphone

Meet needs access to your camera and microphone so that other participants can see and hear you. Meet will ask you to confirm this decision on each browser and computer you use.



### STEP 5

You may be asked to turn your camera and microphone on. Click “Allow”.



### STEP 6

Click “Join now”



## Using Google Meet

Learn the Google Meet interface and how to use it.

- A. **Main screen:** This is where your teacher will appear
- B. **Chat:** Chat with your teacher and classmates
- C. **Microphone:** Turn your microphone on and off
- D. **End call:** Leave the class meeting
- E. **Camera:** Turn your camera on/off
- F. **Captions:** Turn on captions to read what you're hearing
- G. **Present now:** Share your screen

