

Google Meet

Step-by-Step Guide

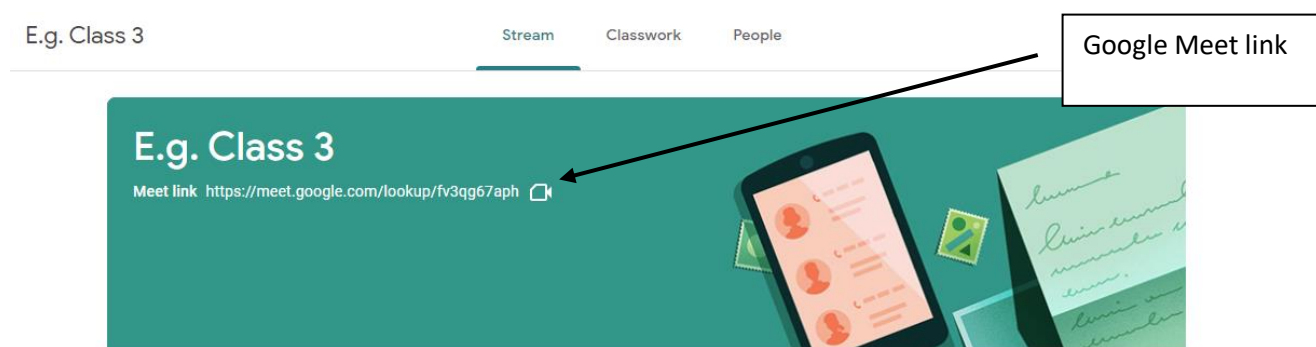


This document provides a step-by-step guide on how to access Google Meet.

You will first need to log into Google Classroom like you would normally do to complete work.

Now follow these steps:

1. Go to the stream page. Shortly before you are due to have a live call with your teacher, they will share a link with you on the stream page. It will look like this:



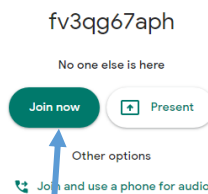
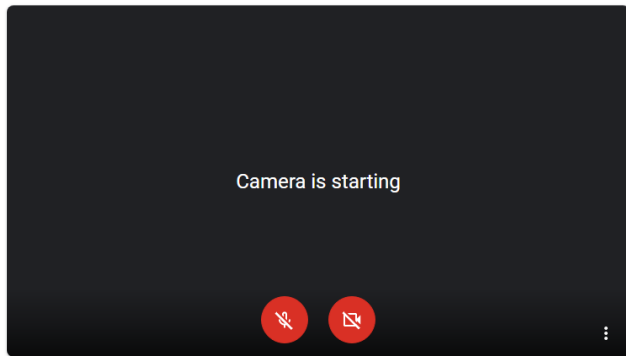
2. Click on the link.
3. If you get this page, you are too early! Wait for your teacher to start the meeting and then try reload the page.

You can't create a meeting yourself.
Contact your system administrator for
more information.

If you're joining a meeting from Google Classroom, wait for your teacher to join and then refresh this page.



4. Once your teacher has started the meeting, the page below will open when you click on the link. You need to click 'Join meeting'. Please mute your microphone before you join the meeting. You will not be able to join the meeting until your teacher lets you in, so you might see the message 'asking to join' for a few seconds.



Click here to mute your microphone.

Click here to join the meeting.

5. The picture below shows the controls available on Google Meet. Your teacher will have disabled some of these functions so the session runs smoothly.

