

Prerequisites:

Gmail

Desktop/Laptop with Web Camera and Head set with Microphone

Android Phone: Hangouts Meet App




Start a video meeting from Meet

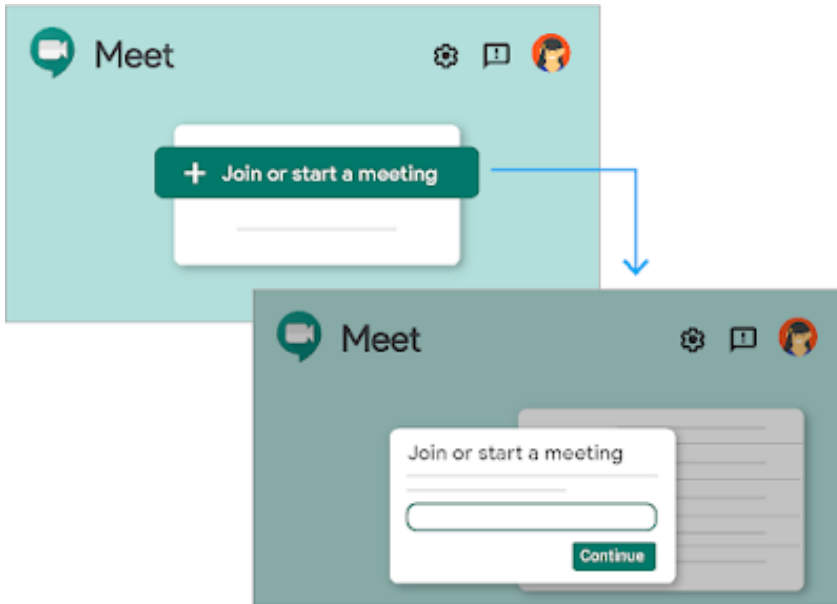
If you need a quick answer from a team member, you can start an instant meeting in a web browser. If someone sends you a meeting link URL, **simply click the link to join the call.**

Note: You can send the meeting link to people outside of your organization, but someone from within your organization needs to give them access to the video meeting.

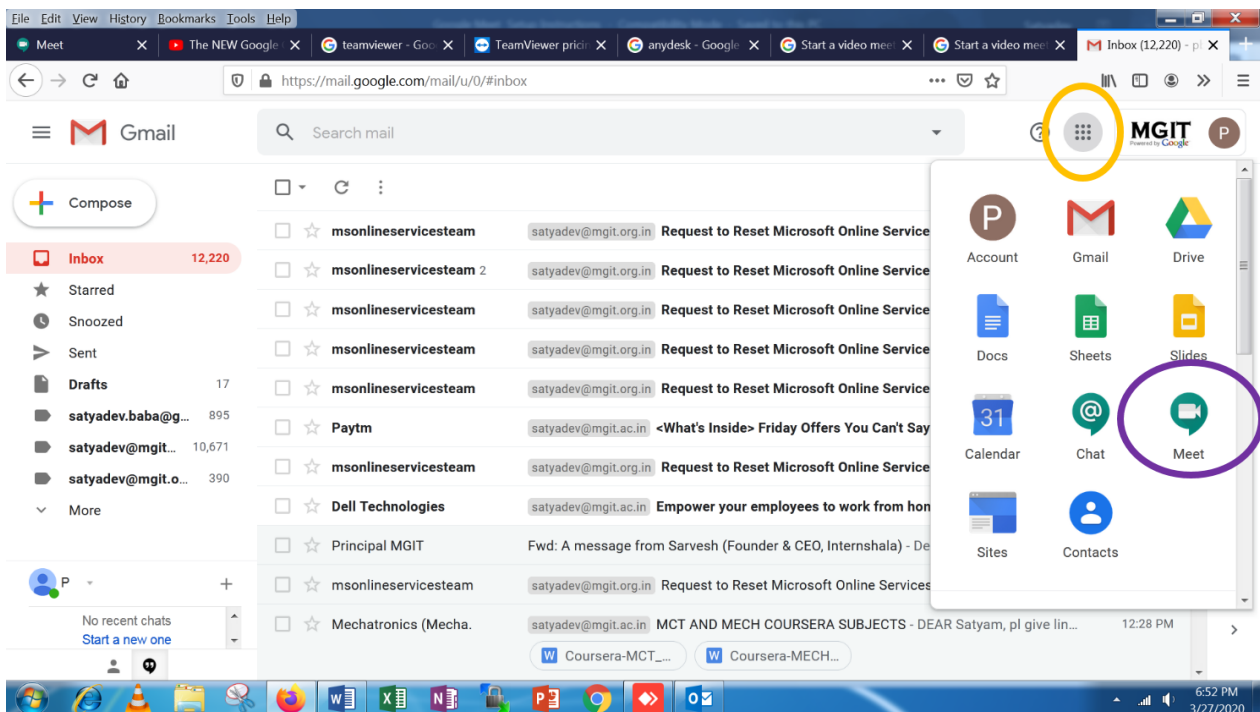
1. In a web browser, enter <https://meet.google.com>.
2. Click **Join or start a meeting**.
3. Enter a nickname or leave it blank to start your own meeting. Click **Continue**.

Tip: You can pick any nickname and share it with other people in your organization as a fast way to all join the same meeting.

4. Click **Join now**.
5. To add someone to a meeting, choose an option:
 - Click Copy joining info  and paste the meeting details into an email or another app.
 - Click Add people  and choose an option:
 - Under the **Invite** section, select a name or enter an email address and click **Send invite**.
 - Under the **Call** section, enter a phone number and press Call .



After Login - Click on the Google Apps (Yellow circle) you will get a google meet option (Violet Color circle)



Help Desk:

<https://support.google.com/meet/answer/9302870?co=GENIE.Platform%3DDesktop&hl=en#>

how to join a google meet (Desktop or Laptop)

<https://www.youtube.com/watch?v=r3GaLBbIU4>

Guide To Google Meet On Your iPhone, iPad or Android Device

<https://www.youtube.com/watch?v=c802KOoYoBU>