A Parent' Guide to using Google Meet

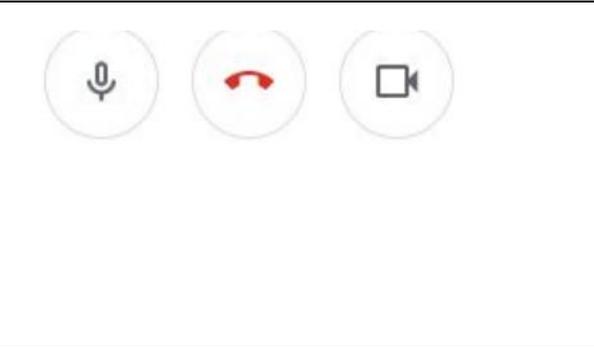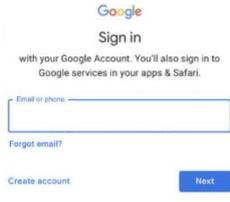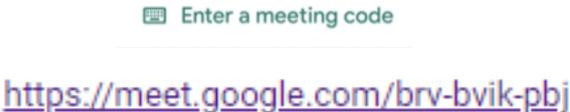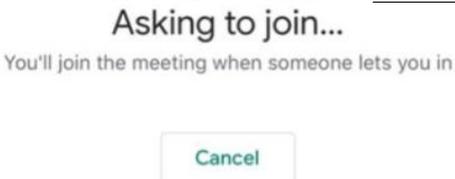| Computer	Instructions
1. Click on the Google Meet unique link provided by your child's class teacher on the stream.	**Miss Brown** 11:59 AM (Edited 12:01 PM) Good Morning Everyone, Please click on the link below to join our 'Morning Greeting' at 9am. https://meet.google.com/brv-bvik-pbj
2. Click the join now button to enter the Google Meeting.	**Meeting ready** meet.google.com/ero-ecfj-jni Dial-in: (US) +1 321-586-0623 PIN: 395 007 115# Join now ↑ Present Other options ↳ Join and use a phone for audio
3. If you see a pop-up window asking you to allow the camera and microphone for meet.google.com, click ALLOW.	meet.google.com wants to 🎤 Use your microphone 📷 Use your camera Block Allow
4. Use the controls to mute and turn on/off the video. The red phone icon is used to exit a meeting.	🎤 📞 📷
Mobile or Tablet Device	**Instructions**
1. Download and open the Google Meet **app**.	Google Meet
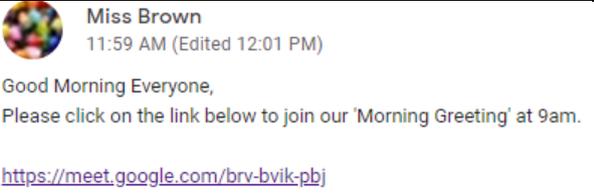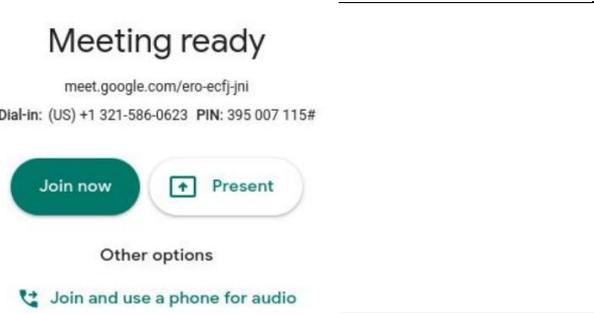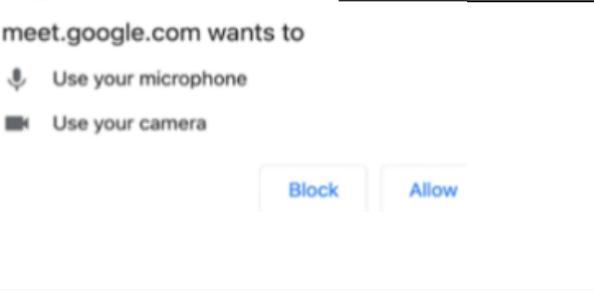
2.	Enter your log in credentials, tap Next. Then enter your password and tap Next. Tap Sign in to log in to the Google Hangouts Meet app with your Gmail account on your mobile device.	 **<u>Gmail email – Example .308@highfieldprimary.co.uk</u>**
3.	After logging in, click 'Enter a Meeting code'. Enter the 10-digit/letter code. For examples, 'brv-bvik-pbj'. This can be found on the class stream.	📧 Enter a meeting code https://meet.google.com/brv-bvik-pbj
4.	Tap Join meeting.	igb-waxe-qps Ask to join Joining as johnsmith@gmail.com (Switch)
5.	On the next screen, tap 'Ask to join…'	Asking to join... You'll join the meeting when someone lets you in Cancel
6.	Use the controls to mute and turn on/off the video. The red phone icon is used to exit a meeting.	