Connecting to Google Meet for GCC Faculty and Students

**We will be using Google Meet for synchronous video conferences.**
**Students may also use this tool for group work as we teach remotely.**

*Google Meet is free and part of G Suite. Apps for mobile devices are available,*
*but they have limited features (although audio, video, and presenting all function in the app).*
*If you connect via cell phone network, data rates may apply.*

Starting a Meet:

1) Log on to Google.com with your GCC credentials
2) In the "waffle menu," click "Meet"
3) Click to "Join or start a meeting"
4) Allow access to your camera and microphone if prompted
5) Click "Join Now"
6) Distribute the URL to others:
   a. Copy and paste the URL into Moodle
   b. Copy the URL or invitation and paste it into an email
   c. Use the "Add people" feature
   d. Make sure to note the phone number so you can provide it to those who need to call in
7) Whoever is the first person into the Meet will be prompted to "Admit" others

Join a Meet:

Click the link in your Moodle classroom or email

Allow access to your camera and microphone

You may also get "dial-in" details form the host