

How to use Google Meet (Video Conferencing) for 8th Grade English

Step 1:

Log on to etusd.org. Go to “English 8 - Jefferson”

Step 2:

If there is a Google Meet scheduled for the day, it will be listed in the “Today’s Update” Section:

4. **Google Meet Q&A:** Mr. Cheney will be hosting an "Open Office Hours" Google Meet from 10:30-11:00am on Monday 3/22. If you have questions about last week's assignments, this week's assignments, and/or just want to test out Google Meet before Thursday's Debate, click the following link between 10:30-11:00am: [Open Office Hours Google Meet](#).

Step 3:

At the scheduled meeting time, click on the link provided on the website:

For example:

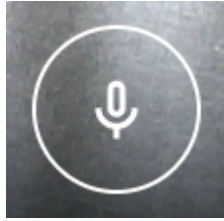
10:30-11:00am: [Open Office Hours Google Meet](#).

Step 4:

You’ll be brought to the “Join Now” Screen:



It is very helpful if you MUTE your microphone at this point. To MUTE the microphone, click on the following icon at the bottom of the video screen:

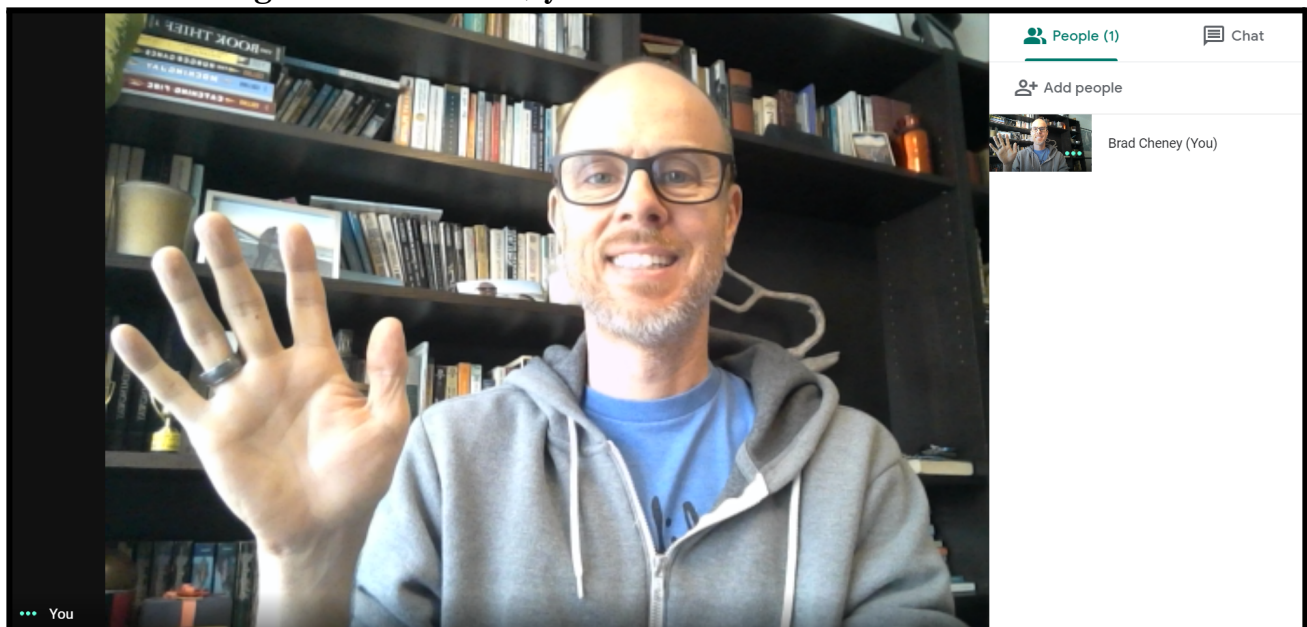


You can always MUTE or UNMUTE it during the session if needed using the toolbar at the bottom of your screen:



Step 5:

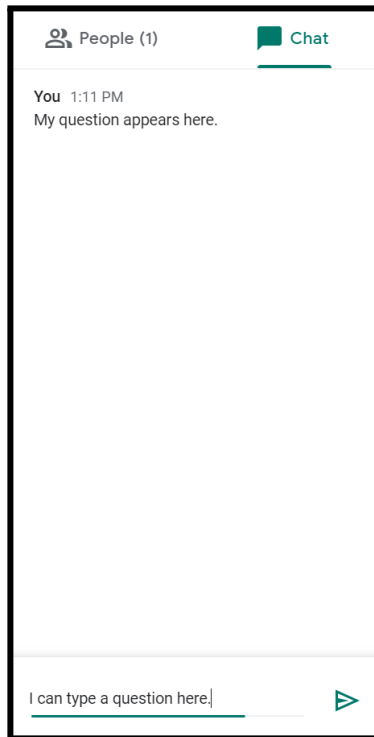
Once in the Google Meet session, your screen will look like this:



You can then click on the CHAT button to see the typed messages (and type your own):



You can use the CHAT function to type questions:



Step 6:

To end your session, you can click at the bottom of the video screen to bring up the menu:



Click the RED ICON to exit.