

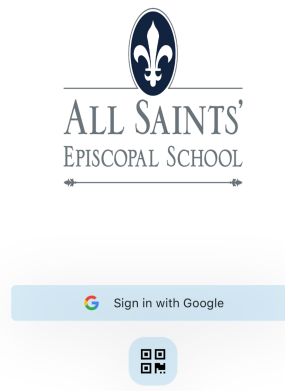
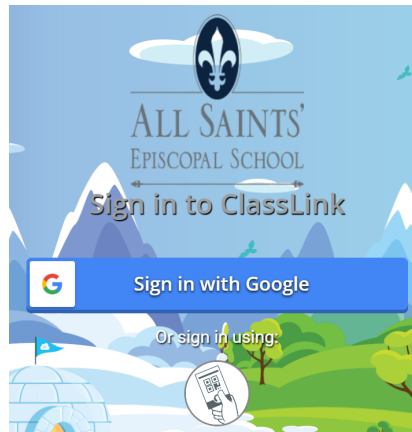
Google Meet Student/Family Instructions:

EC - 1st Grades

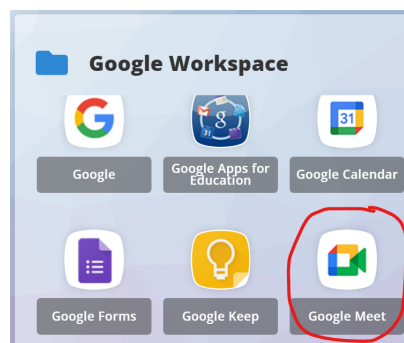
Tips:

- Use ClassLink to sign in. You need to be using your **child's** school account to access the meeting.
- Use the ClassLink Launchpad app if you are on an iPad or tablet. Use the Chrome browser if you are on a computer.
- On an iPad, you will select *Google Meet (iPads)* from the ClassLink Launchpad to open Google Meet.
- If you get an error message, such as "You can't join this meeting as _____@aseschool.net," the teacher is not in the meeting yet. Wait until the meeting start time and join again.
- Make sure your child is **muted** (clicks the mute button) when they are not speaking.

1. If you are using an iPad or tablet, make sure you use the ClassLink LaunchPad app.
2. Go to launchpad.classlink.com/aseschool using the Google Chrome browser (if using a laptop or Chromebook) or open the ClassLink LaunchPad app and find our school (if using an iPad or tablet) then sign in using your child's QuickCard or aseschool.net Google account.
[ClassLink login instructions can be found here.](#)



3. Find the Google Meet icon (in the Google Workspace folder) **[choose the one that says Google Meet (iPads) if your child is using an iPad]** and select it. You will automatically be redirected to Google Meet and logged in (be patient - it may take a few seconds to automatically log in).

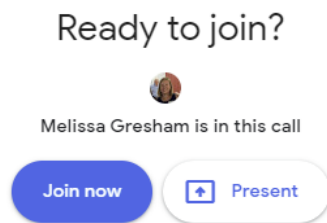


4. Enter the meeting code/nickname that the teacher provided or click on the link given. Click “Join.”

- If you get an error message such as “You can’t join this meeting as _____@aseschool.net,” the teacher is not in the meeting yet. Wait until the meeting start time and join again.
- If you are on a phone, the direct link may not work. In that case, just use the meeting code.

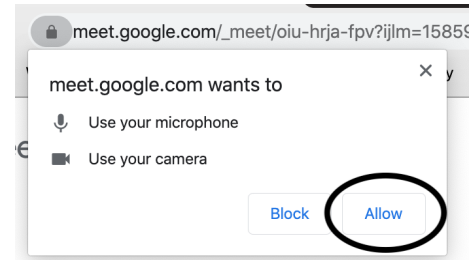
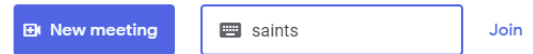
5. If needed, click “Allow” for the camera and microphone.

6. Click “Join now.”



Secure video conferencing for everyone

Connect, collaborate, and celebrate from anywhere with Google Meet



7. Use the tools to mute, leave the meeting, turn off video, etc.

- **1:** Mute or unmute your microphone. It is a good idea to mute whenever you are not talking.
- **2:** Turn on or off video.
- **3:** Turn on or off captions. This will type out what each person is saying.
- **4:** Send a reaction. This allows you to share emojis with the group.
- **5:** Present now. This will allow you to share your screen.
- **6:** Raise your hand. Use this to non-verbally get the teacher’s attention.
- **7:** Will show you more options such as whiteboard and changing your layout (see below)
- **8:** Leave the meeting.
- **9:** See who is in the meeting.
- **10:** See the chat for the meeting.
- **11:** See built-in activities such as breakout rooms, polls, and Q & A
- **12:** Host controls for the meeting (allowing or disallowing student screen sharing, chat, etc.)



When you click #7

-  Cast this meeting
-  Whiteboard
Open a Jam
-  Manage recording
-
-  Change layout
-  Full screen
-  Open picture-in-picture
-  Apply visual effects
-  Turn on captions
-  Use a phone for audio
-
-  Report a problem

When you click #11

- Activities 
-  Breakout rooms
Split into smaller group discussions
-  Live streaming
Let people watch without joining
-  Polls
Get a quick pulse of the audience
-  Q&A
Give everyone an easy way to ask questions
-  Recording
Record meetings for on-demand viewing
-  Transcripts
Capture the conversation for later
-  Whiteboarding
Collaboratively brainstorm and sketch ideas