Meeting Nickname and Credentials for Meeting

Signing into Google Meet

Troubleshooting

#### Meeting Nickname and Credentials for Meeting

- Meeting Nickname:
- Student Email:
- Student Password:

You will use the credentials above to access the Google Meet. Follow the directions below to access our meeting.

### Signing into Google Meet

<u>Click here to watch a video showing what your first experience signing into Google Meet should</u> <u>look like.</u>

You should only have to sign into Google Meet the very first time you attempt this with your classroom teacher. Please sign in with the credentials listed at the top of these instructions or provided to you by your child's teacher.

• Click Google Meet App.



- Meet
- Click Sign in.
- Meet will prompt you to "use Google to sign in. Click Continue.



Make sure you type the students email and password provided from your child's teacher.
These credentials were created specifically for Google Meet.

Google Sign in			
with your Google Account. You'll also sign in to Google services in your apps & Safari.			
Email or phone			
orgot email?			

- Email: first initial last initial lunch number@fpcsk12.org
- Password: Wildcats \_ \_ \_
- If "Welcome" and new account credentials pop up, scroll down to click accept. If this does not come up, that means the student has already used their Google Account.

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• When Meet asks for access to the microphone and camera, click OK. If access is denied, you will not be able to participate without changing these settings.



 Before entering the meeting code (provided by the teacher), please mute the microphone and camera. This is to protect your privacy. When the teacher calls on our student, they will ask you to unmute and enable the camera. Please be aware of your surroundings when both of these features are enabled. (See picture below to know if they are both disabled.)



- If both buttons are red, you are ready to enter the meeting code.
- Click enter meeting code and carefully type the meeting code provided by the teacher.
- Once in the meeting, please stay muted and camera turned off until your teacher addresses you to change this. The teacher also has the ability to mute any microphone left unmuted and can remove anyone if necessary.



• When the Meet is over, please hang up the call. The teacher has to make sure all participants leave the meeting first.

#### Troubleshooting

If you are having trouble with Google Meet, please follow the troubleshooting steps below.

- Video and Audio Issues
  - When you were first signing into Google Meet, if you did not allow the camera and microphone to have access, you will see the errors in the screenshot below.



• To get access to the camera and microphone, click on the microphone and you will be prompted with the screenshot below. Click settings.



• Once in the settings, make sure to toggle the microphone and camera both to green.

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- Video or audio is lagging during the Google Meet
  - This is probably because of the internet connection.
- Not a valid session error message.
  - The teacher must be present in the meeting before students can join.
  - If you receive this error message, make sure to try to connect to the meeting again when it is time.
- See the Google Meet troubleshooting website: <u>https://support.google.com/a/users/answer/7380413</u>