

# USING GOOGLE MEET

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## WHAT IS GOOGLE MEET?

Google Meet is a web-conferencing platform that is similar to Zoom. We will now be using Google Meet instead of Zoom for our School Board meetings, for RLRS has a paid Google subscription through Google and not through Zoom. This allows us to continue hosting meetings for longer than 40 minutes.



# USING GOOGLE MEET ON A COMPUTER

For those on a computer (Mac or Windows), using Google Meet is simple. Users can click the link to the Google Meet, and upon clicking the link, they will be prompted to sign into a Google Account if they have signed into one on that computer before. If there isn't a Google Account, they will enter the Meet's waiting room upon clicking the Meet link, where they will be asked to type their name. For School Board meetings, type your first and last name at this prompt.



# USING GOOGLE MEET ON A TABLET OR CELLPHONE

For those who are using a tablet or cellphone, you will need to download the Google Meet app and sign in with a Google Account to attend the meeting. If you don't have a Google Account, you can still attend the meeting by phone by dialing the number and entering in the prompt (found in the meeting information).



# QUESTIONS?

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