

Google Meet: Student Expectations



Before you start

- Gather your materials: device, papers, pencil/pen.
- Find a spot without distractions.
- General expectation: If it wouldn't be appropriate in the classroom, it isn't appropriate in the meeting.
- Be on time.



Important privacy issues

- When you participate in a video meeting, you are providing a "window" into your home.
- Please think about what is behind you and what may come into view during the meeting.
- Do not screenshot or record anything during the meeting.

Join now

Joining the meeting

- Click on the link or call the phone number.
- Check in through the chat (top right) when you arrive. "Tom is here."
- Mute yourself by clicking on the bottom of the screen.



Using your mic

- Unmute yourself when you want to talk, then mute again.
- Select the mic button on the bottom of your screen
- Pause for a moment to allow for the audio delay.
- Talk normally.
- Don't have side conversations. The mic will pick up other noises in the room.



Using your camera

- Select the camera button on the bottom of your screen to turn it on and off.
- Try to look at the camera, not your screen.
- If your camera is off, you might need to say who you are when you talk.



Stay engaged

- Nod or do "thumbs up" when others are talking.
- Try not to do anything else when you're participating in the meeting.
- Use the chat, but think before you type, just like you would think before you talk.
- Raise your hand to share ideas, and the teacher will ask you to unmute yourself.



Keeping track

- Take notes on paper or in a doc during the meeting.

Some final thoughts

- Always behave as if your camera and mic are on.
- Be respectful and patient.
- We will get through this together!



Appropriate dress is required. School uniforms are not required. Follow guidelines of "free dress day" at school. Remember, if you have to share your screen, make sure you are only in the educational sites used for the meeting.