

**Google Meet:
An Interactive Online Platform for Synchronous Instruction**

Level of Use	Topic	Link to Training
Beginner	Basic Use & Features	Click HERE
	How to Start a Meeting	Click HERE
	How to Invite People to a Meeting	Click HERE
	How to Join a Meeting	Click HERE
	Facilitating a Meet	Click HERE
Intermediate	How to Keep Students from Starting or Recording a Meet	Click HERE
	How to Keep Students from Joining or Rejoining a Meet without You	Click HERE
	How to Use Whiteboard Tools	Click HERE
	Setting Up Digital Office Hours	Click HERE
	How to Share Your Screen	Click HERE
	How to use these Features: Mute, Captions, Chat	Click HERE
	How to Share Video during a Meet <i>**Note: Meet must be scheduled in your calendar; default will not work</i>	Click HERE
Expert	How to Give Remote Control with One Click	Click HERE
	Three ways to See Your Students While Presenting Your Screen	Click HERE