

GOOGLE MEET

INSTRUCTIONS FOR PARTICIPANTS

Google Meet is a great tool to use during times when folks cannot meet in person. A person does not have to have a Google email account to be able to join and participate. There is no need to register or create a new Google account ahead of time, so participants can just access in whatever way they are most comfortable with and follow the prompts. The best meeting experience is by logging in from a laptop or PC/desktop; if a person does not have a webcam or has sub-par internet service, he/she can still participate by listening in by audio only or an actual phone call.

Prior to the meeting, participants should have received notice from the **MINISTRY CHAIR** announcing the meeting time and a separate email invitation from the **HOST** (Vicki - assistpastor@firstumcfranklin.org) to join prior to the meeting start time.

On your invitation email from our **HOST** (Vicki), you should see a section like this and you can click directly on the links to access the meeting:

Joining info

Join Hangouts Meet

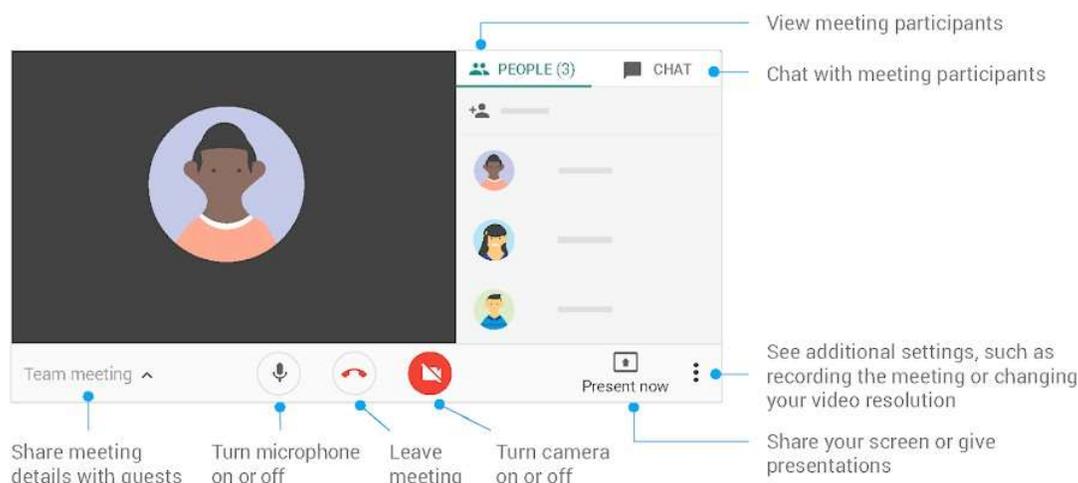
meet.google.com/wza-hzcw-nkh

Join by phone

[+1 405-578-5167](tel:+14055785167) (PIN: 291776692)

The agenda has been streamlined in a way to get the most information out efficiently without interruption. However, there will be a CHAT feature on the right side of screen for questions (this works a little like Facebook Messenger if you are familiar with that). We will have someone monitoring CHAT as we meet so that we can address those comments in real time. This video conferencing format is great but it is difficult for “normal” conversations to be held; best practice is to type your comments in the CHAT so we can keep conversation productive.

Here's an example of what your screen may look like once you log into Google Meet:



We will have additional time at the end of the meeting for folks to give feedback about the conferencing method. Any feedback you can provide will help us with making sure we are all utilizing technology in the best way as we continue to serve Christ.

Remember, we are all in this together and ALL of us old dogs are learning new tricks, so DON'T FEEL DUMB OR BEHIND THE CURVE. We all are stretching WAAAYYYY beyond our comfort zones. Just make sure you look good for the camera and chew with your mouth closed 😊