

How to use Google Meet for a Video Meeting

With Meet, you can have video meetings with team members anywhere in the world, at any time—all from a computer or mobile device.

Who can join video meetings?

You can join video meetings if you were added to the Calendar event, or if you are in the same organization as the meeting organizer. As Lafayette County School employees and students, we all have access to Google Meet.

Join from Meet

In Meet, you can select a scheduled event or you can enter a meeting code or nickname.

Select a scheduled event:

1. In a web browser, enter <https://meet.google.com/>
2. Select the meeting from your list of scheduled events.
3. Click Join now.

Enter a meeting code or nickname:

1. In a web browser, enter <https://meet.google.com/>
2. Click Join or start a meeting.
3. Enter a meeting code or nickname.
 - a. The meeting code is the string of letters at the end of the meeting link. You don't have to enter the hyphens.
 - b. A nickname is a meaningful phrase, such as "our-meeting". Other people in your organization can join the same meeting if they use the same nickname.

Join with a meeting link URL

Sometimes there isn't enough time to schedule a meeting and book a room. With Hangouts Meet, you can join an impromptu video meeting by clicking the meeting link URL sent to you in a text or email.

1. Click the meeting link sent to you in a chat message or email.
2. Follow the onscreen prompts to join the meeting.