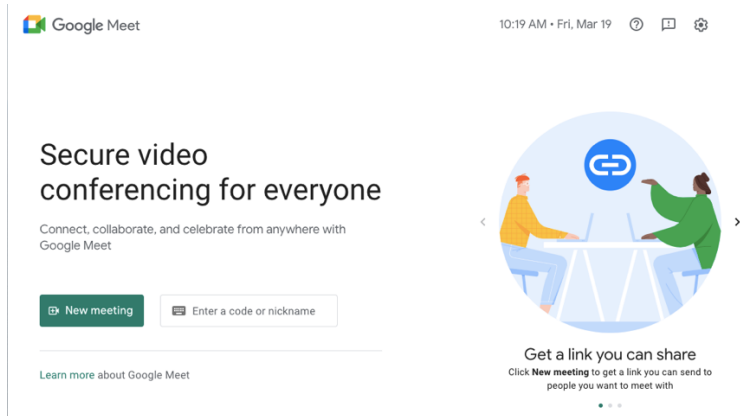


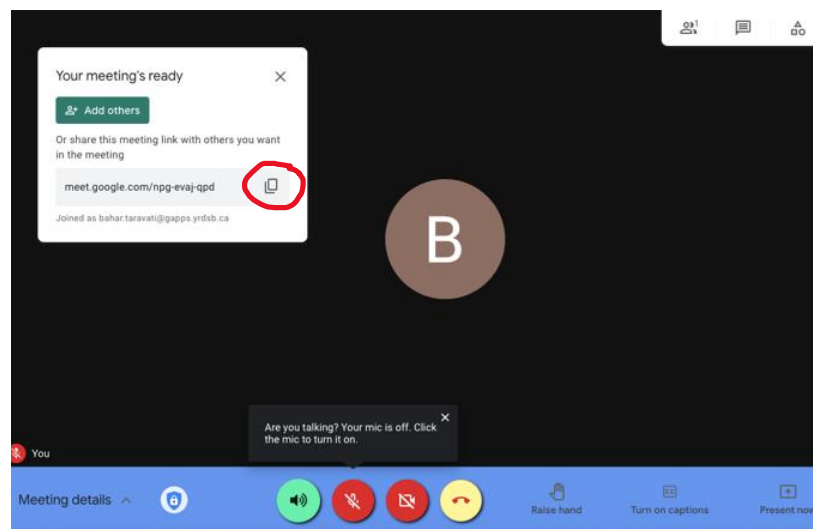
## How to start a google meet outside of google classroom

1. Open up google chrome- Use your education account
2. Go to [meet.google.com](https://meet.google.com)
3. You can Click **“Start new meeting”** or You can choose **“Enter a code or Nickname”** to create your own unique meeting code. Information on how to use either ways are shared below.



➤ If you choose **“Start new meeting”** follow the steps below:

- Click on start an instant meeting to create a link within half an hour before meeting with the artist. Do not exit or your link will expire.
- The following screen shot shows you how to share the link with teachers and the artist. Click on the square sign to copy the link you have created and paste it in the body of your email to the collaborators/artists.



➤ If you choose **“Enter a code or nick name”**, follow the steps below to create your google meet link:

- Pick a unique nickname and type it on the space **“Enter a code or Nickname”** and click on **join**.

## Secure video conferencing for everyone

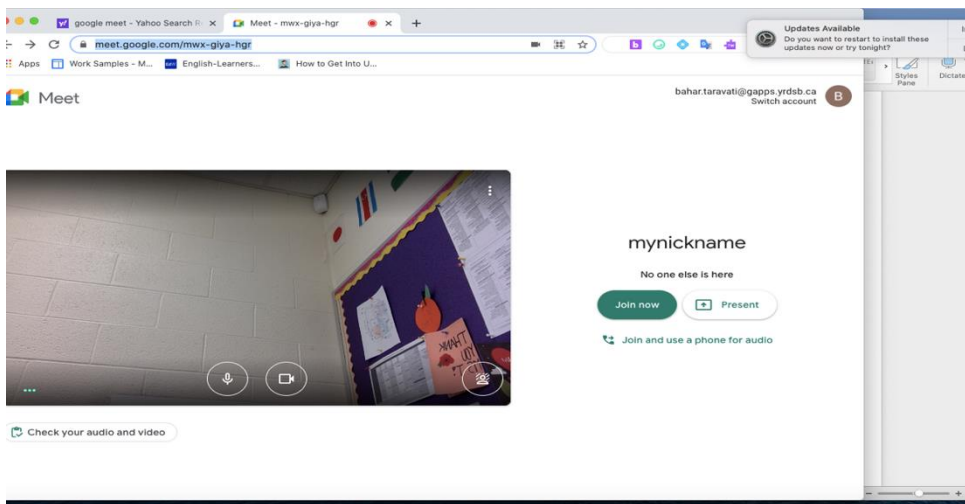
Connect, collaborate, and celebrate from anywhere with Google Meet

[Learn more about Google Meet](#)



Get a link you can share  
Click **New meeting** to get a link you can send to people you want to meet with

- Share your Nickname with the collaborators/artist. They will go to [meet.google.com](https://meet.google.com) and use the Nickname to join the link when you activate it within half an hour before the meet time.



- Make sure to create a link within half an hour before meeting with the artist. Do not exit or your link will expire. Let the guest artist know before the session that you will be sending them the link half an hour before the start of your workshop.