Logging onto Google Meet
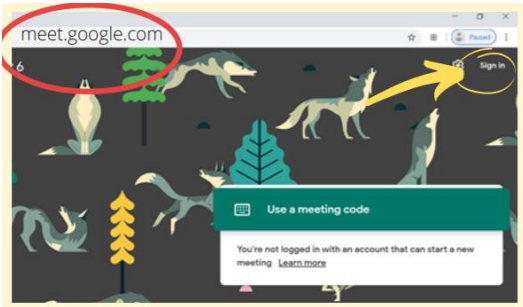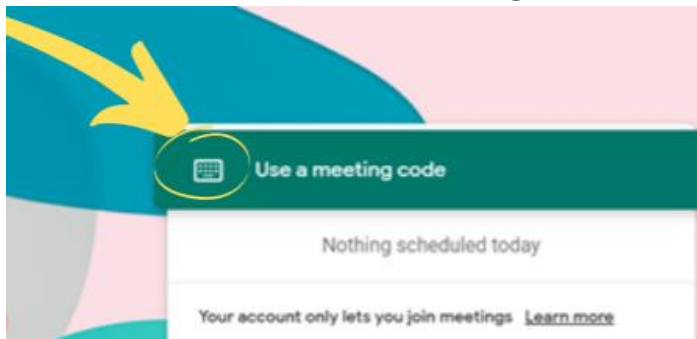
1. Go to **meet.google.com**

2. Click: Use a meeting code button
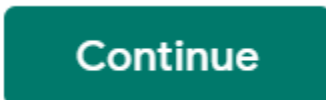

3. Enter your teacher's meeting code.
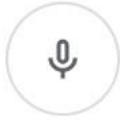
4. Click: Continue
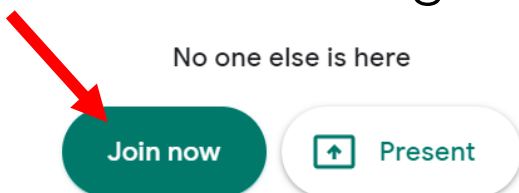

5. Select the join now option. *Make sure this matches the nickname given to you by your teacher!*

Google Meet Tools

🎤	Turn your microphone on and off
📞	Leave the Google Meet
📹	Turn your video on and off
👥¹	See who is in the Google Meet
💬	View the Chat
CC Turn on captions	Turn automatic close captioning on and off
⚙ Settings ⋮	Use the More Options Menu to change your audio settings

BCPS Google Account

1. Click the Google Chrome Icon.
2. In the right corner of the browser should be a colored circle with the first letter of your name in it.
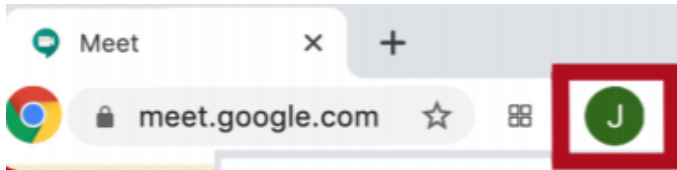
3. When you click on the circle, it should have your BCPS username@bcps.org.
   If it doesn't you must select the add button and log into your BCPS account.
   Username: BCPS username@bcps.org
   Password: BCPS password for BCPS One

FAQ

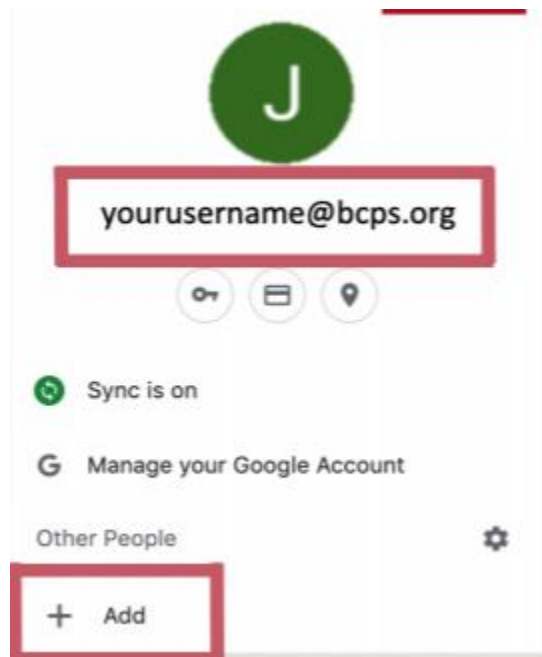1. I don't know my teacher's meeting code.

    Each teacher has a unique code you must enter to join the class. You will find their code on their Schoology page.

2. I can't get into the meeting after I entered the code.

    Make sure you have spelled everything correctly. You must be signed into your BCPS Google Account. Don't know if you are? See directions for signing into your BCPS Google Account.

3. I don't know how to sign into my BCPS Google account. I don't know the sign in username and password.

    See step by step directions on how to sign in. Your username will be your BCPS One username@bcps.org and you will use your BCPS One password to log on.

4. I don't know my username or password for BCPS One.

    Email your teacher for assistance.