

Marche à suivre Google Meet

Pour accéder à une réunion sur Google Meet

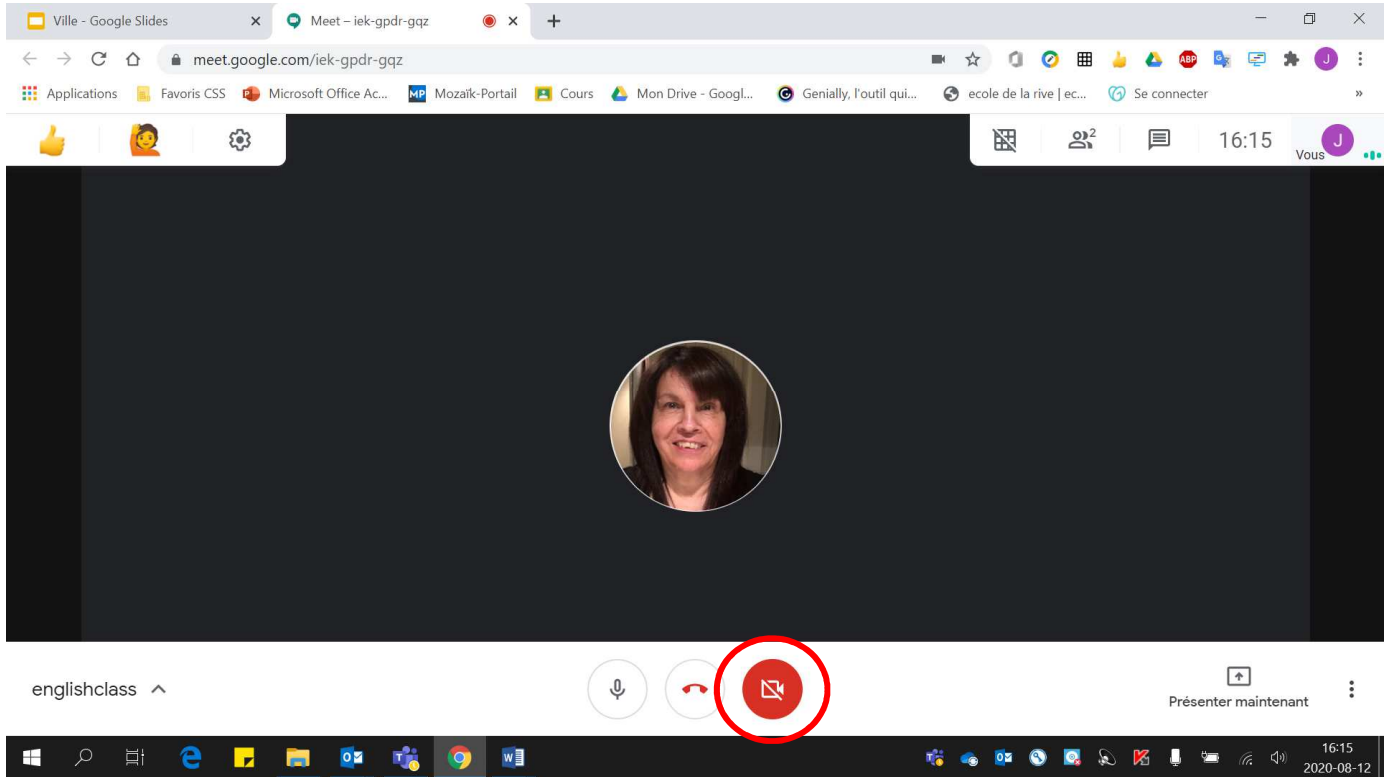
1. Cliquer sur le « **Lien Meet** ».

The screenshot shows a Google Classroom interface. At the top, there are tabs for 'Flux', 'Travaux et devoirs', 'Participants', and 'Notes'. The main header area displays the course title 'Science et technologie(groupe : 23)' and the teacher's name 'Josiane Bérard'. Below this, the course code 'wjhvskr' is shown. The 'Lien Meet' is highlighted with a red circle and contains the URL 'https://meet.google.com/lookup/h3d5wkj4er'. There are also sections for 'À venir' (upcoming events) and 'Partager une information avec votre classe...' (share information with your class).

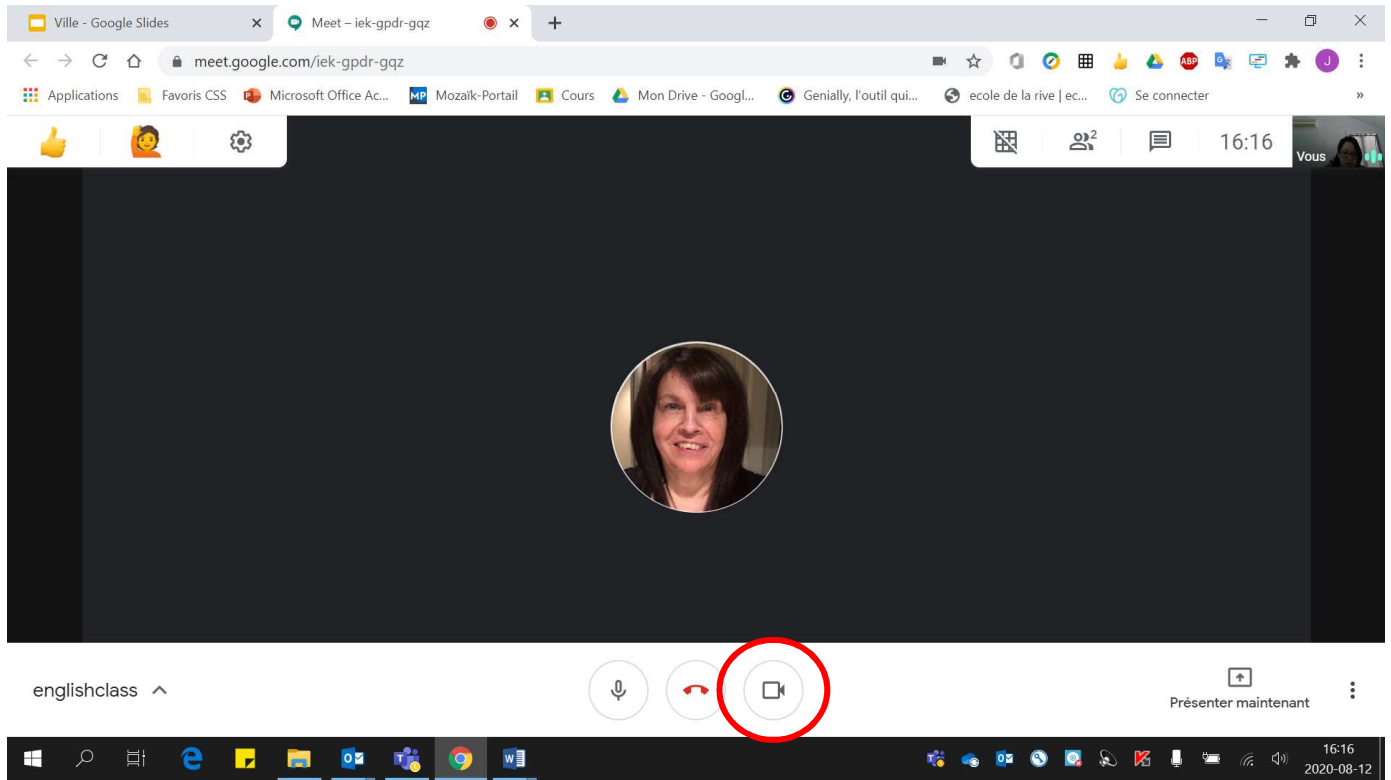
2. Cliquer « **Participer à la réunion** ».

The screenshot shows the Google Meet interface. The main area displays 'La caméra est désactivée' (Camera is turned off). On the right side, there are two buttons: 'Participer à la réunion' (Join meeting) and 'Présenter' (Present), with the 'Participer à la réunion' button circled in red. Below these buttons, there is a section for 'Autres options' (Other options) which includes 'Participer par téléphone pour le son' (Join by phone for audio). The top right corner shows the user's name 'josiane.berard006@cssamares.qc.ca' and a 'Changer de compte' (Change account) link.

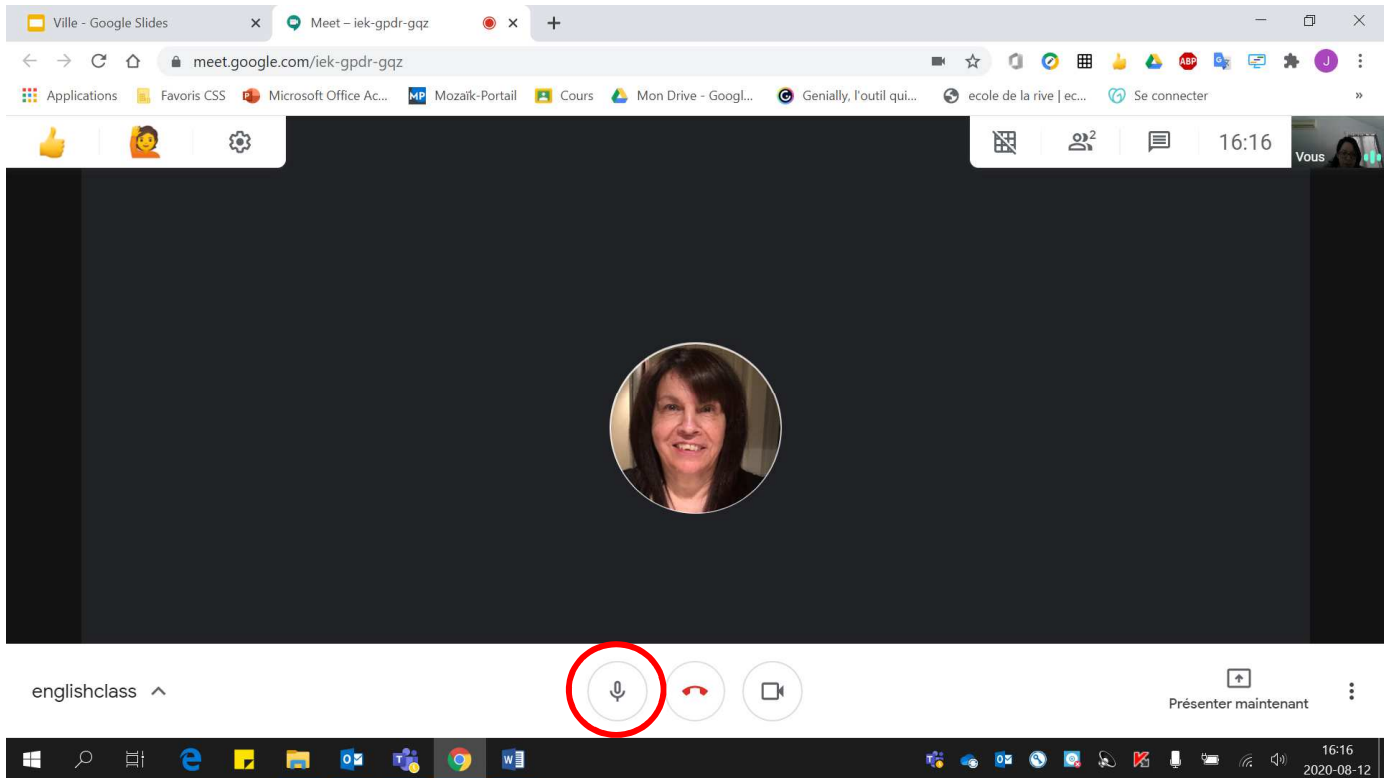
3. Cliquer sur la **caméra** afin qu'elle soit allumée.



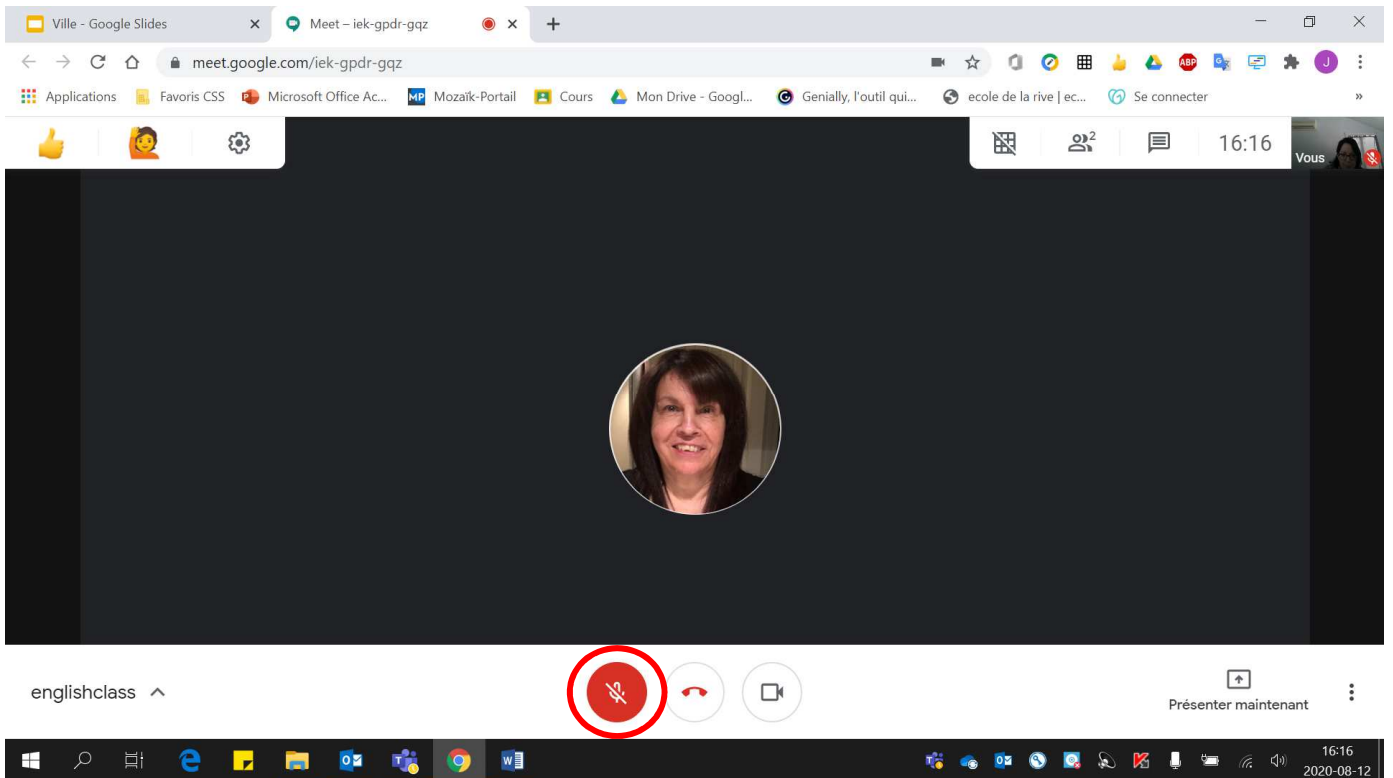
Lorsque la **caméra est allumée**, elle est **blanche**.



4. S'assurer que le **micro est bien ouvert**.



Lorsque le micro est **fermé**, il est **rouge**.



5. Pour **terminer** une rencontre, cliquer sur le **téléphone rouge**.

The image shows a Google Meet interface in a web browser. The browser tabs include 'Ville - Google Slides', 'Meet - iek-gpdr-gqz', and a red circle icon. The address bar shows 'meet.google.com/iek-gpdr-gqz'. The main video area displays a circular video feed of a woman with dark hair. Below the video, the meeting controls are visible, including a microphone icon, a red phone icon (circled in red), and a video camera icon. To the right of the controls, there is a 'Présenter maintenant' button and a three-dot menu. On the right side of the screen, there is a sidebar with the meeting name 'englishclass', a close button, and options for 'Participants' and 'Chat'. At the bottom of the screen, the Windows taskbar is visible, showing various application icons and the system tray with the time '16:19' and date '2020-08-12'.