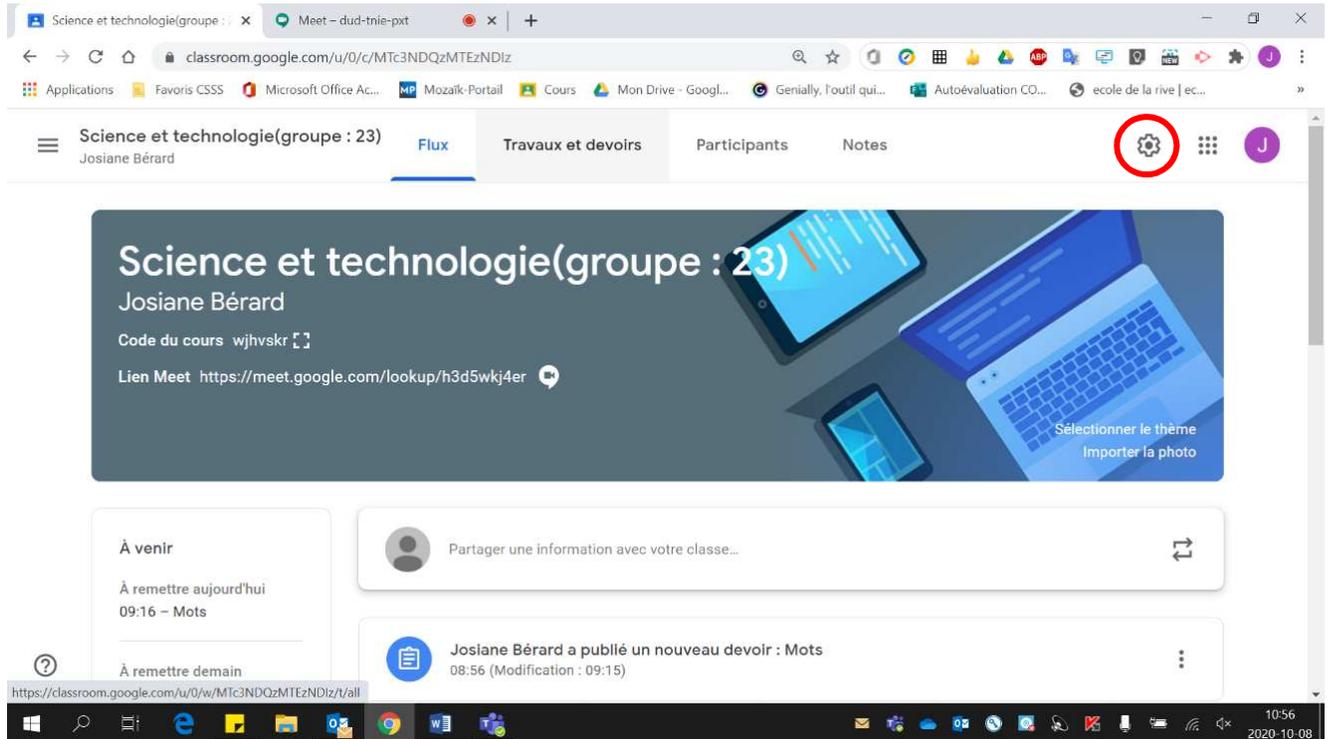


# Marche à suivre Google Meet

## Pour réinitialiser le lien Google Meet

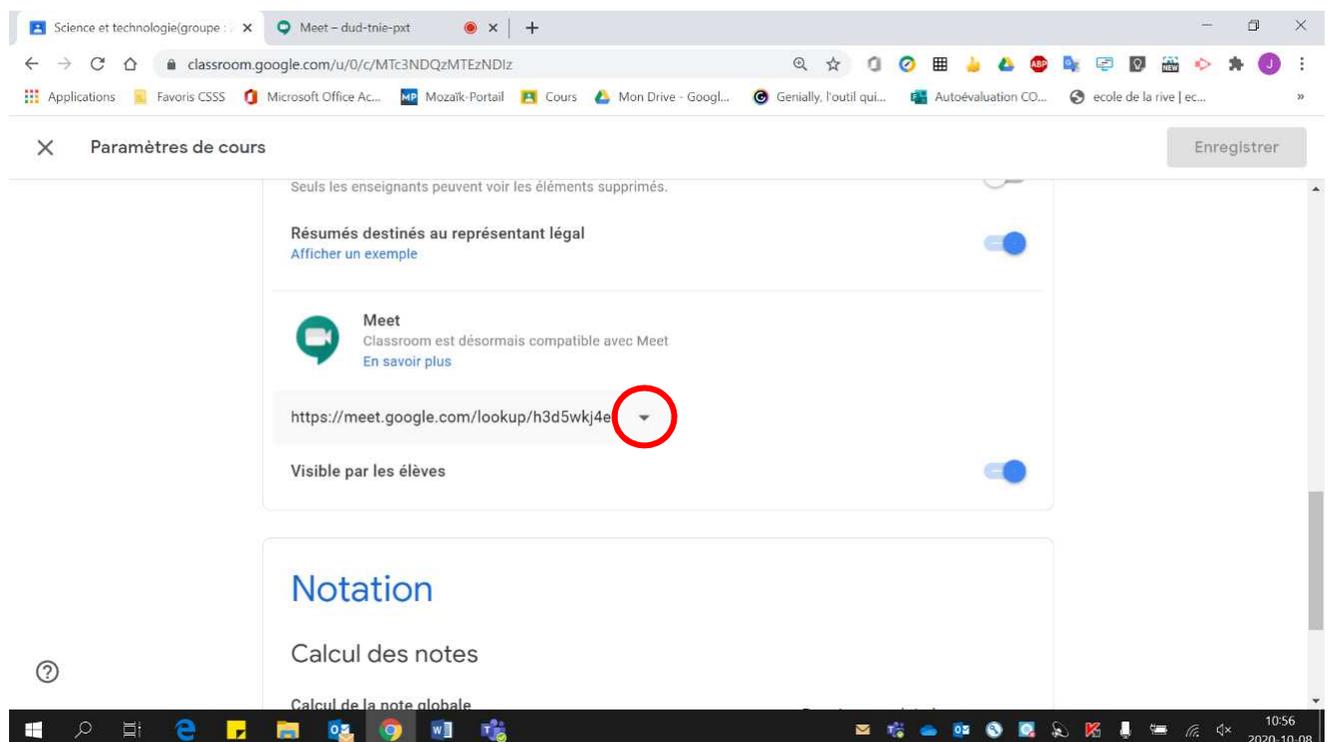
\* Il peut être utile de générer un nouveau lien Meet avant chaque rencontre, de cette façon vous vous assurez que **vos élèves n'arriveront pas avant vous**, donc vous serez automatiquement l'organisateur.

### 1. Cliquer sur « l'engrenage ».



The screenshot shows a Google Classroom interface for a course titled "Science et technologie(groupe : 23)" by Josiane Bérard. The page includes a header with navigation tabs (Flux, Travaux et devoirs, Participants, Notes) and a settings gear icon circled in red. Below the header, there is a course banner with the title, teacher's name, course code (wjhvskr), and a Meet link: <https://meet.google.com/lookup/h3d5wkj4e>. A notification section shows a task "À remettre aujourd'hui 09:16 - Mots" and a new assignment "Josiane Bérard a publié un nouveau devoir : Mots" at 08:56. The Windows taskbar at the bottom shows the time as 10:56 on 2020-10-08.

### 2. Cliquer sur « ▼ ».



The screenshot shows the "Paramètres de cours" (Course Settings) page in Google Classroom. The page includes a close button (X) and an "Enregistrer" (Save) button. The settings are organized into sections. The "Résumés destinés au représentant légal" section has a toggle switch turned on and a link to "Afficher un exemple". The "Meet" section indicates that Classroom is compatible with Meet and provides a link to "En savoir plus". Below this, the Meet link <https://meet.google.com/lookup/h3d5wkj4e> is displayed with a dropdown arrow circled in red. The "Visible par les élèves" section has a toggle switch turned on. The "Notation" section is partially visible at the bottom, showing "Calcul des notes" and "Calcul de la note globale". The Windows taskbar at the bottom shows the time as 10:56 on 2020-10-08.

### 3. Cliquer sur « Réinitialiser ».

The screenshot shows the 'Paramètres de cours' (Course Settings) page in Google Classroom. The page is titled 'Paramètres de cours' and has an 'Enregistrer' (Save) button in the top right corner. The main content area is divided into several sections:

- Seuls les enseignants peuvent voir les éléments supprimés.** (Only teachers can see deleted items.)
- Résumés destinés au représentant légal** (Summaries for the legal representative). This section includes a toggle switch that is turned on and a link 'Afficher un exemple' (Show example).
- Meet** section: 'Classroom est désormais compatible avec Meet' (Classroom is now compatible with Meet). It includes a link 'En savoir plus' (Learn more) and a dropdown menu showing the Meet link: 'https://meet.google.com/lookup/h3d5wkj4er'. Below the link are two buttons: 'Visible par les élèves' (Visible to students) with a toggle switch that is turned on, and 'Copier' (Copy). The 'Réinitialiser' (Reset) button is circled in red.
- Notation** section: 'Calcul des notes' (Grading) and 'Calcul de la note globale' (Global grade calculation).

The Windows taskbar is visible at the bottom of the screen, showing the time as 10:56 on 2020-10-08.