How to Experiment with a Hangout

1. From www.google.com, in the upper-right corner of the screen, click on the gray six-tile option, and click on the green GHangouts icon (you may have to click on ‘More’ to see it).

2. Click the Video Call button in the middle of the screen.

3. The Hangout Window appears and if you have a webcam, your video will show. If not, your avatar will show. Click on the Green Invite People button.
4. Start typing in heyoscarp@gmail.com, and click on John Tarleton. Click on Invite to practice a call. Note: If John Tarleton is not online (and he’s not likely to be since he died in 1895), after several rings it will say he’s not available. 😊

5. Practice Screenshare by clicking on the three dot icon in the upper right-hand corner and selecting Share screen.

6. To capture the screenshot you need for your Reflection document, select Alt>PrtScrn on your keyboard, and open your reflection document. Select Ctrl>v on your keyboard to paste the screenshot into your reflection document. (On a Mac computer, this will be Command+C to copy, and Command+V to paste).