

Google Hangouts Assignment - Conferencing with Your Team

You are to use Google Hangouts and complete a video call with the members of your team. To get started, first read the document [Getting Started with Google Hangouts](#).

Discuss with your team members a suitable time when you will all be available to participate in the video call. **At least 24 hours prior** to the video call, one team member should email me at **cammackje@lamarpa.edu** and let me know the date and time of the video call.

Prior to the Video Call

Study the handout [Getting Started with Google Hangouts](#). Be sure you have a reliable Internet connection, a device (computer or phone) with a microphone and a camera, and with the necessary apps or web browser (Google Chrome, preferred) to connect using Google Hangouts.

If you are using a Windows PC for the video call, you can use the Snipping Tool to capture the screenshot. If you are using another device, such as a Mac, or an Android or Apple phone, you should do a Google search to see how to capture a screenshot for your device.

Making the video call

At the appointed time, one team member should initiate the call and all team members should participate in the call. When initiating the call, invite me to participate using the email address **cammackje@gmail** (NOTE: this is not the email address you would use for normal communication with me, instead use my **cammackje@lamarpa.edu** for normal communication). I may not be available to participate, and, if I don't participate, go ahead and have the video call without me.

During the video call, you should each take a screenshot showing all members participating in the video call. Your picture should be the main picture on the screen and the others in your team should appear in the thumbnail pics on the screen. (You will submit the screenshot in Blackboard.) If you have problems getting everyone to connect to the call, you might be able to get them in by sending them a link to the conference call. You can get the link by clicking the Invite people icon and then copying the link.

Notes:

- Don't use **cammackje@gmail.com** address to communicate with me, except to invite me to the video call **at the time of the call**. I do not check this email. For all normal communication, always use my **cammackje@lamarpa.edu** email or my cell phone, 409-350-8068.
- If, for some reason, all members of the team do not participate, when you submit the assignment in Blackboard, you should explain why.

Submitting the assignment: In Blackboard, for **Google Hangouts Assignment - Conferencing with Your Team** assignment, submit the screenshot of your call.