

This document is for the INITIATOR of a video chat and explains how to set up a chat with a friend and then invite them to 'Join'. A separate document tells your friend what they need to do.

You will need to:

- Have a Gmail email account (something@gmail.com) and know its password.
- Download the Google Meet app onto your smartphone (or iPad) **or on a desktop go to <https://meet.google.com/>**

You can download the app onto a mobile or tablet by clicking on the appropriate link below:

For Apple iPhone or iPad

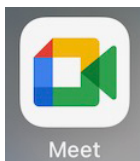
<https://apps.apple.com/gb/app/google-meet/id1013231476>

For an android phone:

[https://play.google.com/store/apps/details?id=com.google.android.apps.meetings&hl=en&hs=193&o\\_ref=https%3A%2F%2Fwww.google.co.uk](https://play.google.com/store/apps/details?id=com.google.android.apps.meetings&hl=en&hs=193&o_ref=https%3A%2F%2Fwww.google.co.uk)

<https://www.google.co.uk>

1. Open the Google Meet app or go to <https://meet.google.com/> and click on 'New meeting'



2. Click on 'Start an instant meeting'

3. If you wish to show something/someone other than your own face click on the Camera icon to flip the camera

4. Click on vertical three dots and select 'Turn on captions' to show subtitles.

5. Click 'Share invite'

6. Click on 'Mail' and enter your friend's normal email address and send

7. Wait for them to respond then click on 'Admit'

