



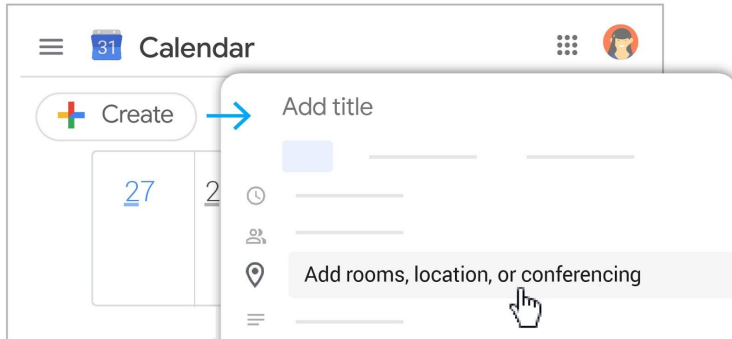
Hangouts Meet Quick Start

Google Hangouts (Free Version) Can hold Video Conferences up to 15 users.

There is an option to upgrade to use Google Meet (for more Users)

Join impromptu meetings on the go, virtual training classes around the world, remote interviews, and much more.

1. Schedule a video meeting from Calendar.



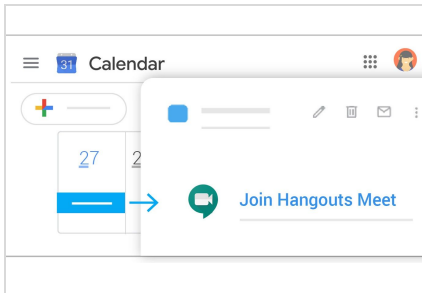
1. In Calendar, click **Create**
2. Add your event details and guests.
3. Click **Add rooms, location, or conferencing**.
4. Click **Save**.

See other ways to [start a video meeting](#).

2. Ask participants to join your video meeting.

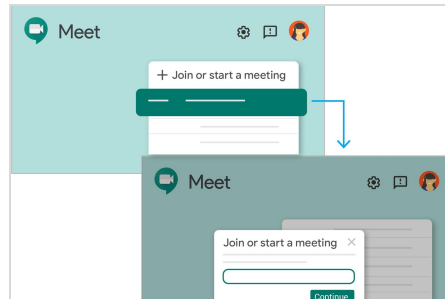
From Calendar:

Click the event, then click **Join Hangouts Meet**.



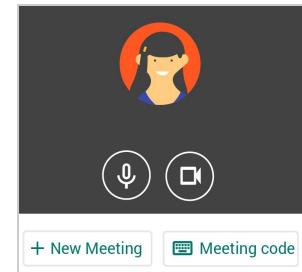
From Meet:

Join a scheduled meeting or use a meeting code.



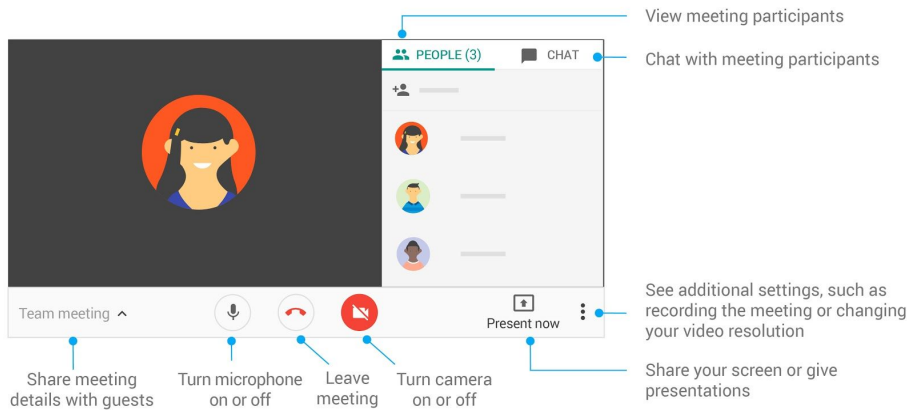
From mobile devices:

Open the Meet app on [Android](#) or [Apple® iOS®](#) devices.



See other ways to [join a video meeting](#).

3. Customize video settings, interact with participants, or share your screen.



For more Hangouts Meet help and training resources, visit the [G Suite Learning Center](#).