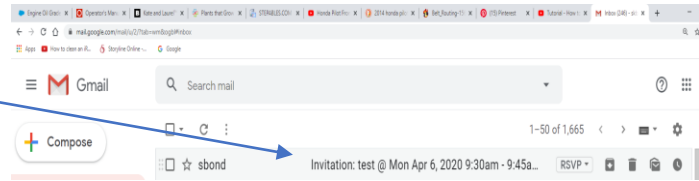


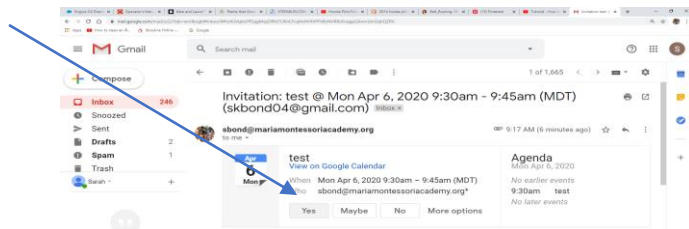
How to join Ms. Laura's Google Hangouts

1) Log on to your MMA email account

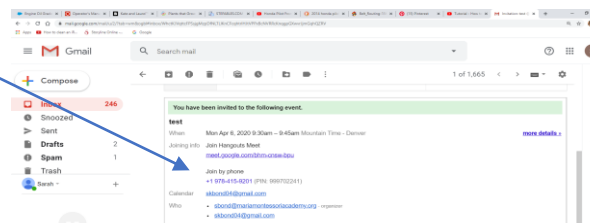
2) Click invitation email



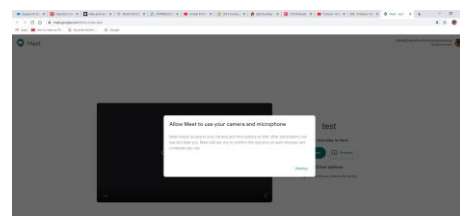
3) Review date and time and click yes



4) Optional to join by phone if your laptop/computer does not have audio/voice capabilities



5) If your computer has a pop up that states "meetup.google.com wants to show notifications" you'll need to click "allow".



6) Also, if your computer has a pop up that states "meetup.google.com wants to use your microphone and use your camera" you'll need to click "allow".

- 7) Within the actual meetup you'll have the capability to mute (1), turn off camera (2), add a chat message (3) and disconnect from the meetup (4)

