FAQs On Google Meets

## What is Google Meet?

Google Meet is a video-conferencing application. It helps users host video conferences, webinars, and virtual events.

## How do I download the latest version of Google Meet?

You can download the latest version of Google Meet in the following ways:

* Play Store for Android device
* Official website for Desktop
* App Store for iPhone

## How do I schedule a meeting in Google Meet?

You can schedule a meeting in three different ways:

1. Create a new meeting or instant meeting
2. Schedule in Google Calendar
3. Create Group

### To schedule an instant meeting, perform the following steps:

1. Go to the **Google Meet** app on your mobile.
2. At the bottom right, click **New**.
3. Select **Create a new meeting**.
4. To share a meeting link, copy it and share it through email or text. Or, select **Share**.

### To schedule in Google Calendar, perform the following steps:

1. Go to the **Google Meet** app on your mobile.
2. At the bottom right, click **New**.
3. Select **Schedule** in Google Calendar.  
   The schedule page appears.   
   The event is selected by default under the title.
4. If you want to assign a task, select a **Task** and give the task information in **Add details**.
5. Select the start date and time.
6. Select the end date and time.
7. In the **Add People** field, enter the email address of the participant. You also select the email address of the participant from the dropdown list.
8. In **Add Location**, you can add location details (optional).
9. In **Add Description**, you can provide the descriptions of the meeting (optional).
10. In **Add Attachments**, you can add any files or images (optional).
11. Click **Save**.

### To create the group in Google Calendar, perform the following steps:

1. Go to the **Google Meet** app on your mobile.
2. At the bottom right, click **New**.
3. Select **Create Group**, Select up to 31 people from your contact.
4. Click **Next**.

**Note**: The above steps apply only to your Android device. For more information, visit [Google Meet Help](https://support.google.com/meet/answer/9302870?hl=en&co=GENIE.Platform%3DAndroid&oco=1).

## How many people can join the Google Meet meeting?

In a standard Google Meet meeting, 100 participants can join. However, Google Workspace customers can host meetings with up to 250 participants or 1 lakh livestream viewers for more significant events and Webinars.

## Can I record the Google Meet meeting?

Yes, you can record the Google Meet meeting. Google Meet helps you to record meetings, presentations, and discussions. The recordings are saved to Google Drive and can be shared with attendees. For more information, visit [Record Video Meeting](https://support.google.com/meet/answer/9308681?hl=en&sjid=4430532571373482394-AP).

## Can I share my screen during a Google Meet meeting?

Yes, you can share your screen during the Google Meet meeting. For more information, Visit [Presenting Screen](https://support.google.com/meet/answer/9308856?hl=en-GB&co=GENIE.Platform%3DDesktop&sjid=4430532571373482394-AP).

## How can I schedule a recurring Google Meet meeting?

You can set up recurring Google Meet meetings by creating a series of events in Google Calendar and ensuring that the Google Meet link is included in each event.

## How can I change my background in Google Meet?

Google Meet provides a feature called "background blur," which allows you to blur your background during a meeting. At the same time, there is no native option to change your background to a virtual one. You can use third-party tools or apps to achieve this effect.

## How do I reach out to customer support for technical issues?

For information on contacting Google Meet Support, visit [Report a problem with Google Meet - Computer - Google Meet Help](https://support.google.com/meet/answer/7291340?hl=en&co=GENIE.Platform%3DDesktop&sjid=4430532571373482394-AP).