**Using Google Hangouts to share your screen!**

June 3, 2015

Using Hangouts while we are doing a meeting, and someone is doing something they want to share.

Since we are (and have been) recording our meetings, we’ve needed a good way to share the screen of someone else's computer. Pointing a camera at the TV doesn’t work well. And having a camera pointed at your screen, while it did work, is not really a good solution either.

This past week, I’ve been toying around with how to make this easy.

What I came up with does take a couple of extra steps on everyone's side, but does work.

1st I have to add you to the hangout by your google plus or gmail email address.

(You should get a email, a notification, maybe even a popup if you are using chrome. Or all three when you are added)

What you need to do is join the hang-out, don’t watch the video. This is a big difference.

IF you don’t see the notifications, you’ll need to go to

<http://plus.google.com> and login to google. (I did this with google Chrome, but I think it will work just as well with firefox)

Depending on how you have Google Plus setup, you may or may not see the hangouts bar on the right hand side. IF you don’t see it, click on the quotation marks in the upper right hand corner of the screen.

NOW you should see a “video call” from me LeRoy Miller, click on that.

That will open another little pop-out, and in the left hand side of that popout -you’ll see what looks like a video camera. Click that -- That should start the Hangouts app on your

computer

YOU WILL NEED TO MUTE YOUR MIC, and TURN YOUR SPEAKERS DOWN. otherwise we will get feedback, and that is bad!

(Doing this before you enter the Hangouts, probably is better than after)

You are in the hangouts If you move your mouse over to the left side of the hangout screen - a popout should appear, and you should see a green icon with a white arrow in it. Click on this and you’ll get the share screen dialog box - choose which window you want to share (if you are given multiple choices)

On my screen and streaming out to the internet your screen will be shared if I select it.

So for this too work, you need a google plus, and it would probably help if you follow me on G+ so I can find you easier to add you to the hang-out.

<https://plus.google.com/+LeRoyMiller/>