

How to start Google Hangout Party

5th November, 2013

Editor: Kitani.

[Google Hangout Party](#) is the function for providing the place of Group video meeting (maximum 10 persons).

The host user establishes the meeting place and the members participate in the place.

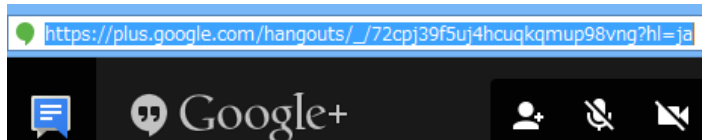
1. Host user establishes the meeting place.
2. Host user invites the members (Call member or inform the access URL)

(ア) Direct Call

In case that the member already uses Google Hangout, the host user can call the member

(イ) URL Access

Host user informs the URL of Google Hangout Party (in the web browser) to the members by e-mail and so on.



* Every Google users can serve as the host user.

For using Google Hangout, the Google account with Google+ is required.

About the startup of Google+, please see "[Appendix - How to start Google+](#)".

* The Center provides Google account for the e-mail service (@cseas.kyoto-u.ac.jp).

However, the Center's account cannot use Google+ except the test users. If the Center's staff would like to join to the test program, please contact the information processing office.

[Attention]

High network band is needed for using the video communication. In some cases, the members may disable the video (audio only). Please adjust about the setting.

* Please look over [the system requirements for Google Hangout](#).

In case of using the meeting room, a PC with the sound collector is needed for avoiding the audio feedback.

And you should prepare the instrument of direct call if the video meeting cannot be available, such as the Internet trouble.

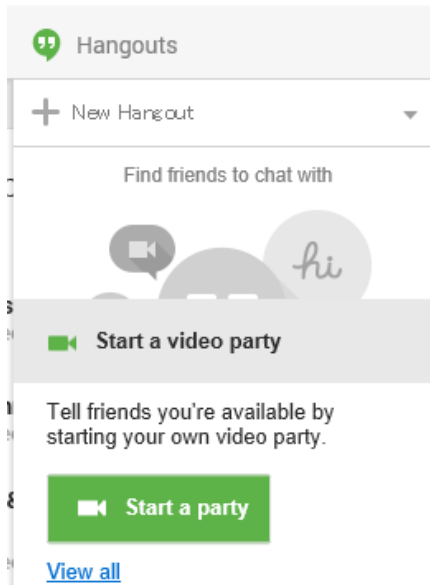
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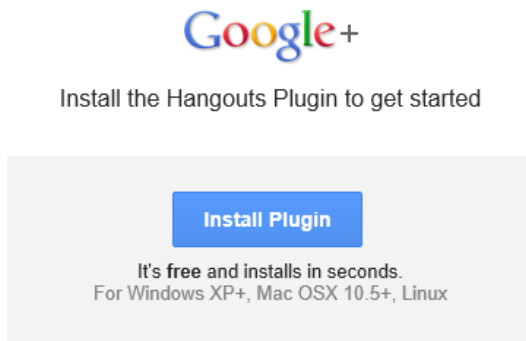
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[Host User]

1. Confirm the connection of the web camera and microphone in the PC.
2. Sign in Google+ (<https://www.google.com/plus>)
3. Click on “Hangouts” navigation menu. Mouse over “Start a video party” and click on “Start a party” button.



4. If you installed “Hangouts” plugin to the web browser, the following message will be displayed. Please install it by clicking on “Install Plugin” button.



5. The following message is displayed, please click on “Join” button.

You are about to join a video call

You're the first one here!



* If the video in the web camera does not display, please go back step 1 after you close the web browser.

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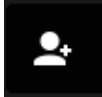
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6. You can select the direct call or invitation e-mail with the URL.

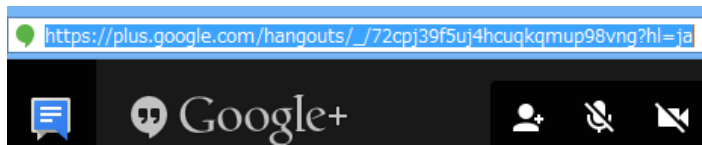
* The URL invitation e-mail is comfortable.

A) In case that the member has already used Google Hangout.

You can directly call the member. Please click on the following icon and input the member's Gmail address.



B) You sent the access URL to the members.



On the address bar of the web browser in Google Hangout Party

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[Members]

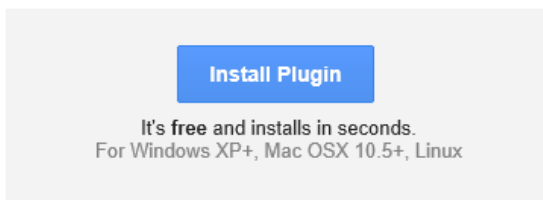
If the member has already used Google Hangout, the member can receive the direct call by the host user.

* How to join to the Google Hangout Party established by the host user, please see the following explanation (This is very easy).

1. Confirm the connection of the web camera and microphone in the PC.
2. Open the URL of Google Hangout Party in the invitation e-mail.
* If you don't sign in Google (Gmail and so on), the Google sign in page will be displayed. Please sign in. (If you don't use Google+, please see "[Appendix - How to start Google+](#)", first.)
3. If you installed "Hangouts" plugin to the web browser, the following message will be displayed. Please install it by clicking on "Install Plugin" button.



Install the Hangouts Plugin to get started



4. Click on "Join" button.

Appendix - How to start “Google+”-

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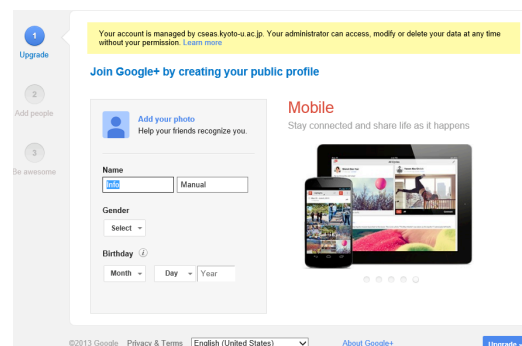
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1. Sign in Google+ (<https://www.google.com/plus>)

* Same as Gmail Sign in

2. If you don't start “Google+”, the startup menu (Right picture) will display.

* Please keep in mind that the user profile system of your Gmail and other Google service will be changed to “[Google Profile](#)” after you enable Google+. Please look over “[Connected profiles](#)”.



3. Input “Name”, “Gender”, and ”Birthday”. Then, click on “Upgrade” button.

* PLEASE be careful about “Birthday”!

Google service cannot use under [minimum age requirements](#).

[If you mistake your birthday, your Google Account will be restricted or be stopped!](#)

4. Click on “Continue” button in “Add people you know” section.

* You can add the people later.

5. Click on “Continue” button in “Follow interesting people and pages” section.

* You can follow them later.

6. If you don't select the other user in “Step 4”, the following alert will be displayed. Ignore and click on “Continue anyway” button.

You might be lonely...
You haven't added many people to your circles, so you might not see a lot of updates in Google+. Want to go back and add a few more?



7. Click on “Finish” button in “Put a face to your name” section.

* If you add your information (optional), the people can easily access your information, such as your fellows.

8. If there is “Hangouts” button in the top navigation bar, you Google account signed in “Google+”.

