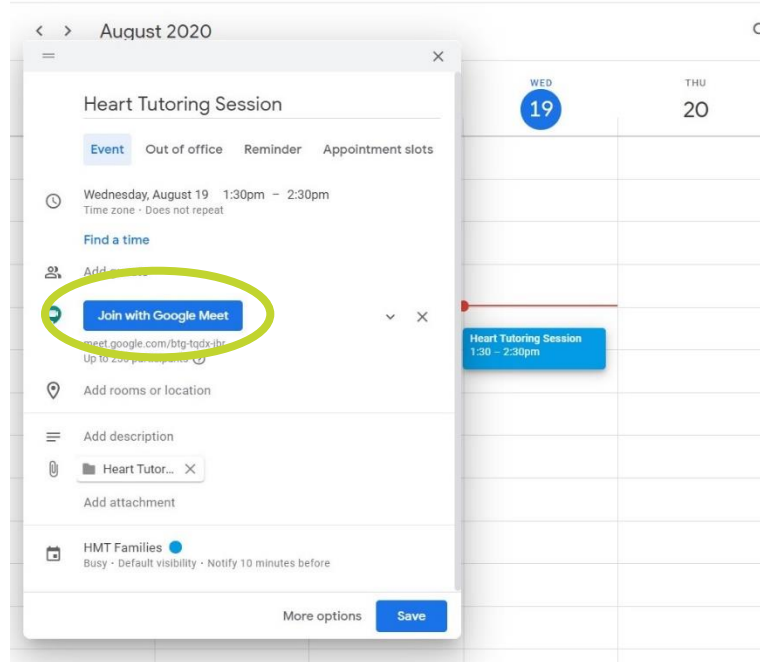


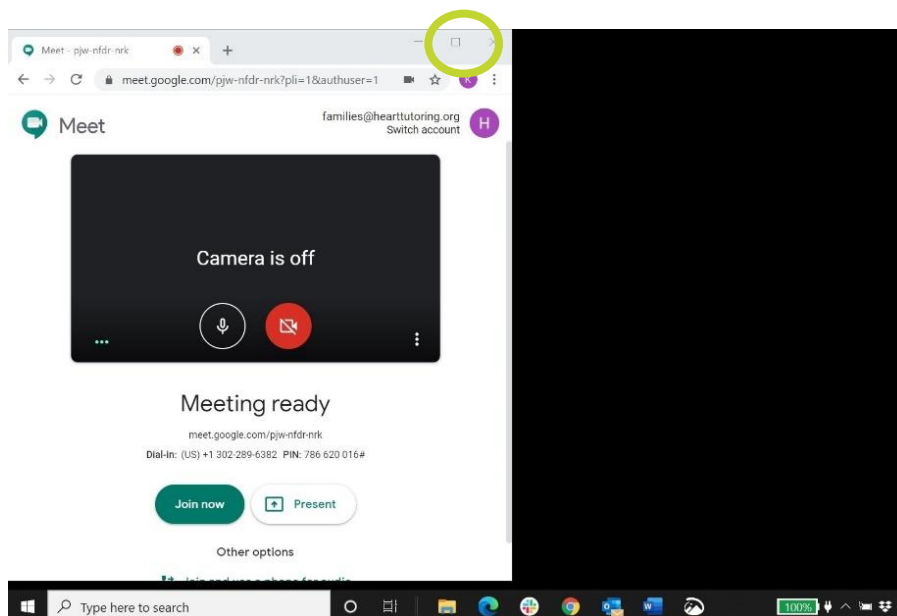
How to Set-Up Computer/Laptop for Virtual Tutoring Session

We want your student to be able to see their tutors in Google Meet and their virtual lesson on Jamboard at the same time when on the computer! To learn how, watch this [2-minute How To video](#) or read the steps below:

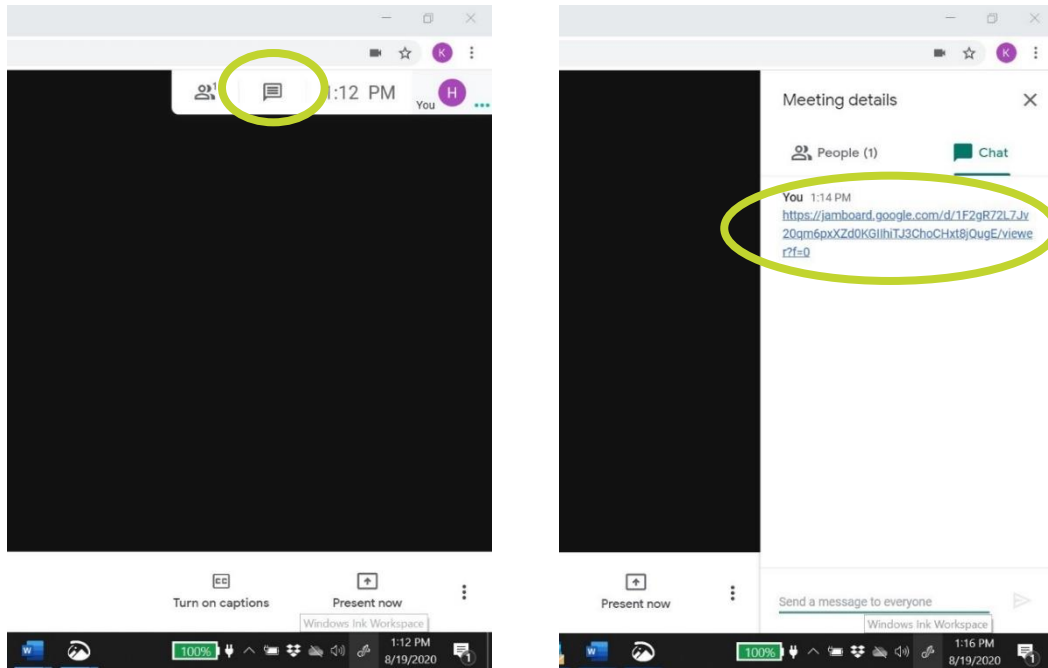
1. Open Google Meet using the link emailed from the Program Coordinator. **You can also access this link by clicking the blue "Join Google Meet" button in the Google Calendar invite as shown below!*



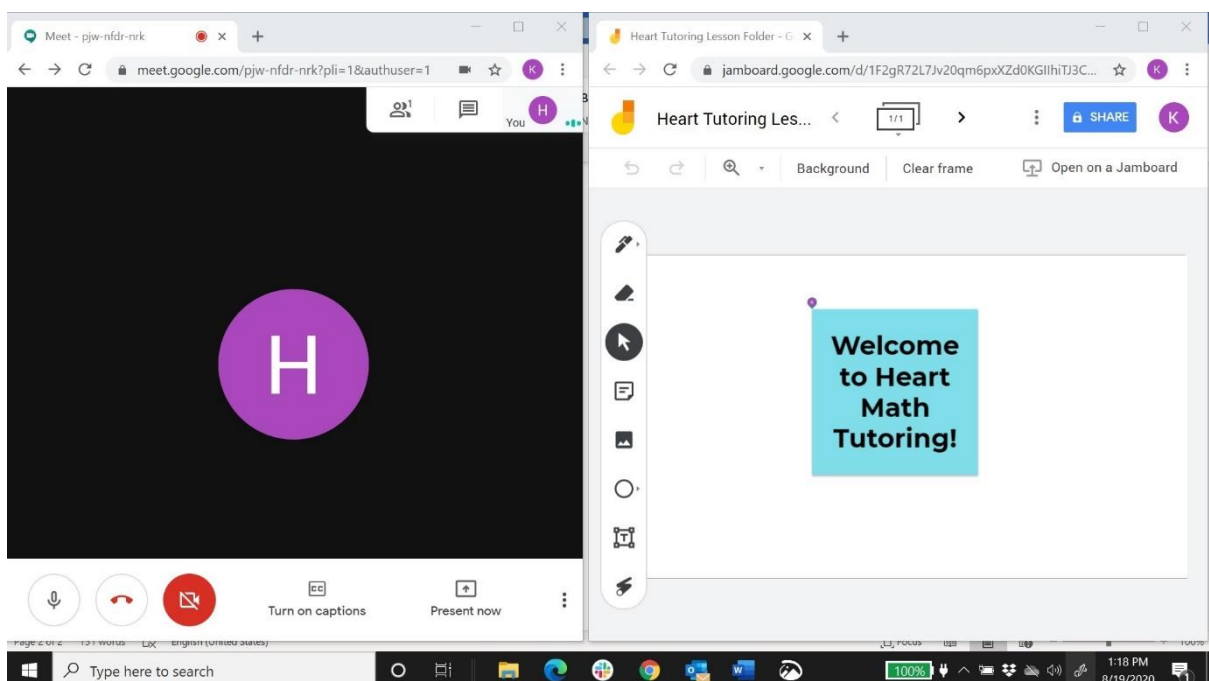
2. Using the Windows button (circled below, adjust the size of your Google Meet window to take up about half your screen. Now you will have room on the other half to pull up the Jamboard lesson your tutor sends you!



3. Your tutor will send you the link for that day's lesson through the Google Meet chat box. Click on the chat box icon in the top righthand corner (circled below), and click the link to open the lesson board.



4. After you have opened your lesson link, arrange your windows so that you can see both the Google Meet video and the lesson side by side. Watch a quick, guided step-by-step for that [here!](#)

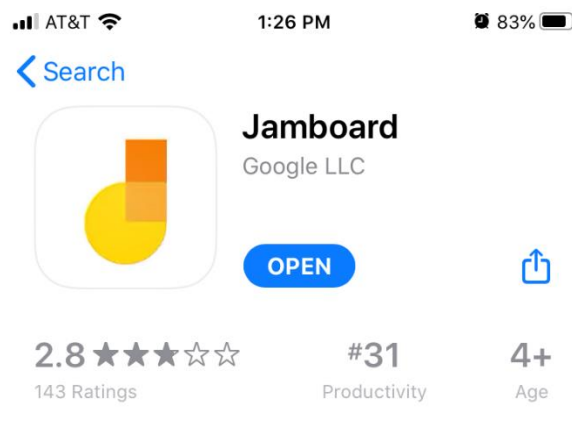


How to Set-Up Tablet/Smartphone for Tutoring Session

We want your student to be able to see both their tutors in Google Meet and their virtual lesson on Jamboard!

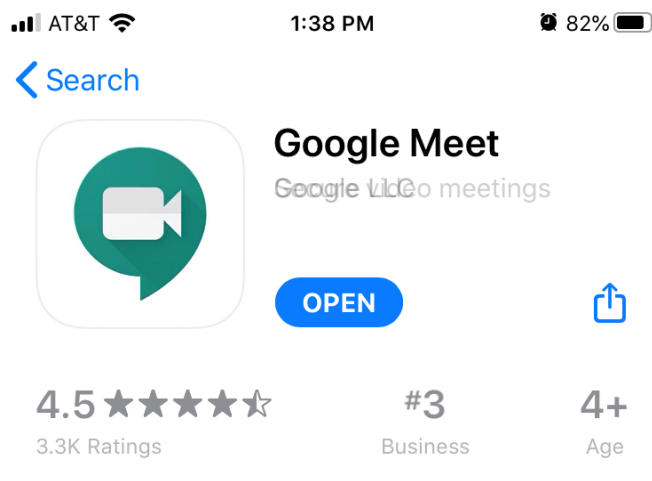
- If your student has access to a second device, download the Jamboard app onto the device with the larger screen and the Google Meet app to the other device. This will allow students to have both their Jamboard and tutors visible!
- If your student will not be using a second device, they can toggle back and forth between Google Meet and Jamboard by double clicking the home button on the device and selecting the screen they need.

1. Download the Jamboard app onto your device.



2. Sign-in to Jamboard using the email address that you included with your student's sign-up form. Heart Program Coordinators will share virtual lessons through this email address.

3. Download the Google Meet app onto your device.



Reminder!

Students will be working with materials from their Heart-at-Home Resource Kit during most tutoring sessions. Please help your student prop up their tablet/smartphone so that tutors can view their work!

4. Sign-in to Google Meet using the email address that you included with your student's sign-up form. This email needs to be the same in both Jamboard and Google Meet so that your student can use both apps during the session!