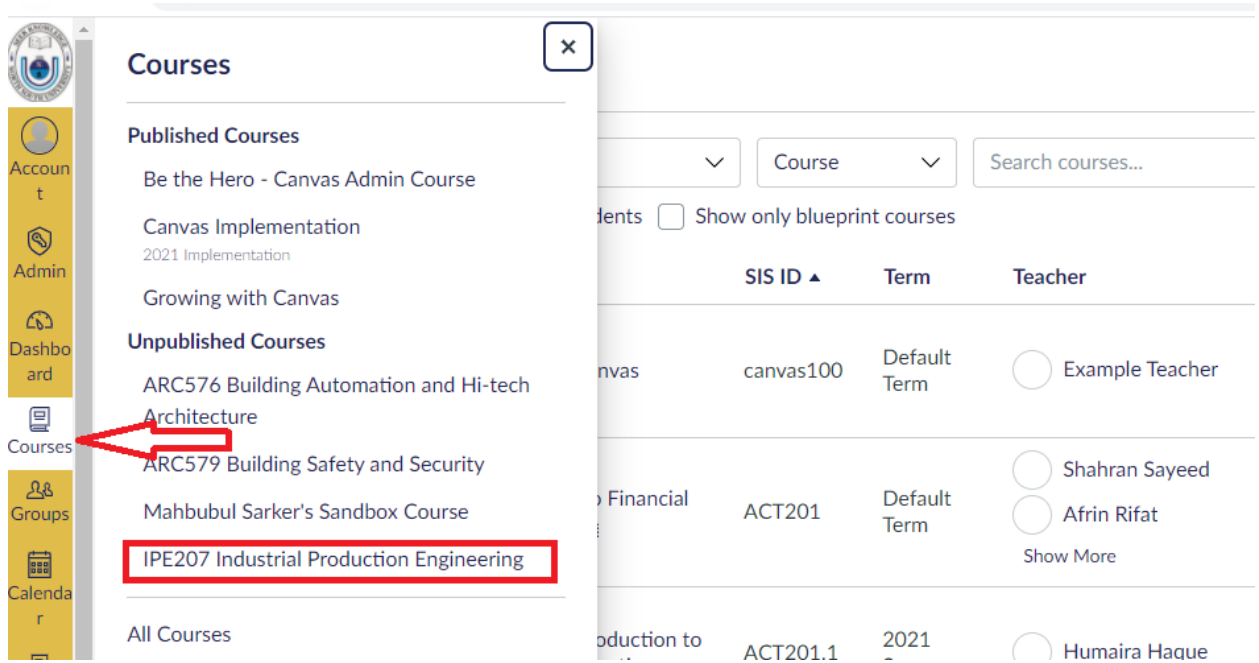
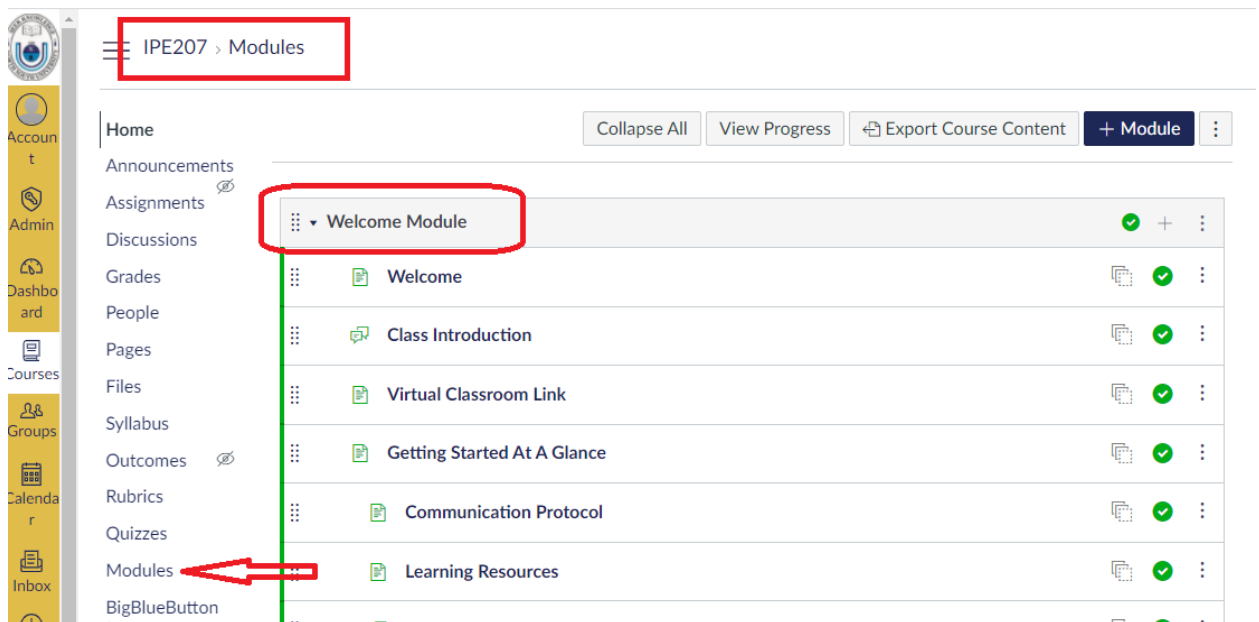


Google Meet and Canvas Integration

1. Login to Canvas: <https://northsouth.instructure.com/login/google>
2. Click on “Courses” in the main menu extreme left and then click on the desired course.



3. By default, you are expected to land in the “Module” page. Click on the “Modules” menu in left. There must be a “Welcome” module here. Please consult your Coordinator or Designer if Welcome module is missing.



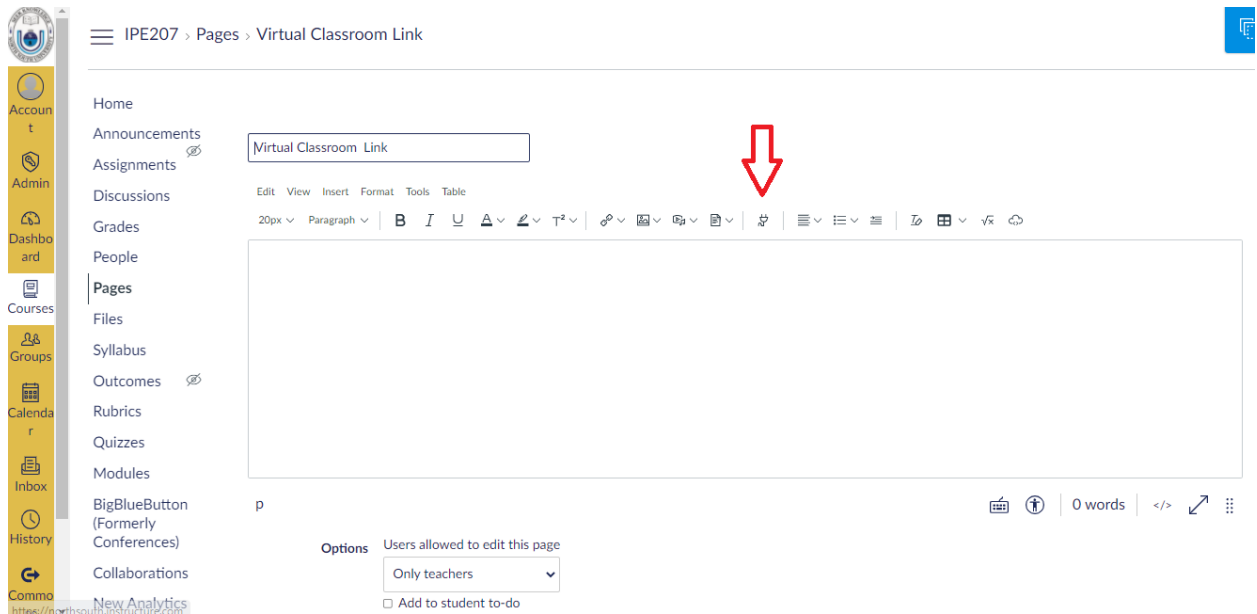
4. The “Welcome” module should have a subsection called “Virtual Classroom Link” or something similar and click on it.

The screenshot shows a course management interface for IPE207. The left sidebar contains navigation options: Account, Admin, Dashboard, Courses, Groups, Calendar, and Inbox. The main content area displays a list of modules under the 'Welcome Module' section. The modules listed are: Welcome, Class Introduction, Virtual Classroom Link (highlighted with a red box and a red arrow), Getting Started At A Glance, Communication Protocol, Learning Resources, and Navigation and Study Completed. At the top right of the main content area, there are buttons for 'Collapse All', 'View Progress', 'Export Course Content', and '+ Module'.

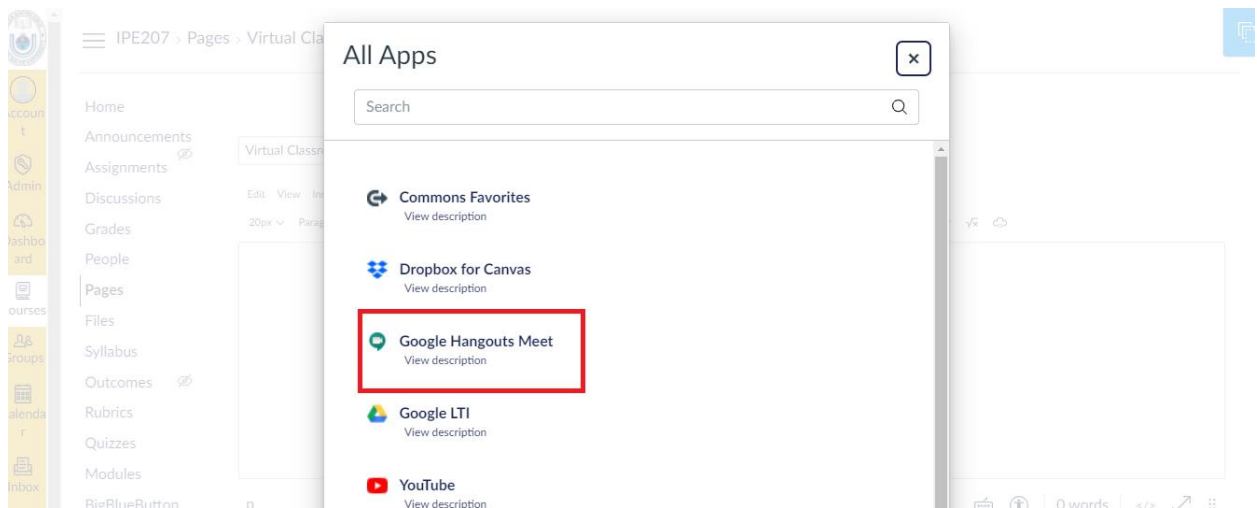
5. You are expected to land in a page similar to the following. Click “Edit” button at the extreme right. Sometimes it takes couple of extra seconds to display the editing panel next.

The screenshot shows the 'Virtual Classroom Link' page in the course management interface. The left sidebar is the same as in the previous screenshot. The main content area displays the title 'Virtual Classroom Link' and a 'View All Pages' button. At the top right of the main content area, there are buttons for 'Blueprint', 'Published', 'Edit', and a menu icon. A red arrow points to the 'Edit' button. Below the title, there are 'Previous' and 'Next' navigation buttons.

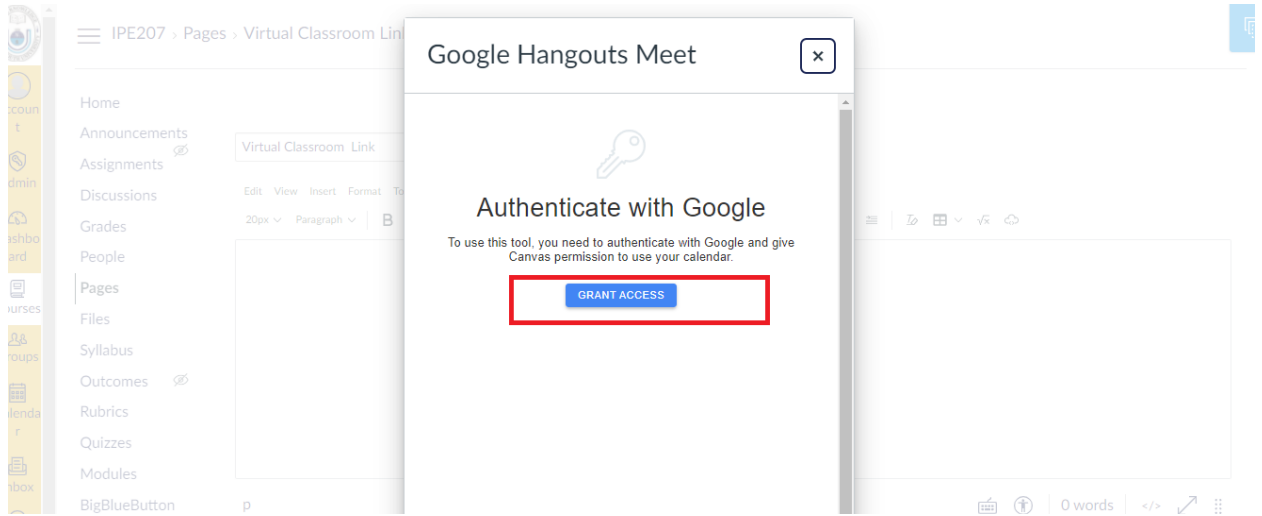
6. This is the main editing page with all kinds of controls imaginable including video recording, mathematical equation, chemical formula, picture handling etc. This editor is everywhere in Canvas. Click on the Apps shown below



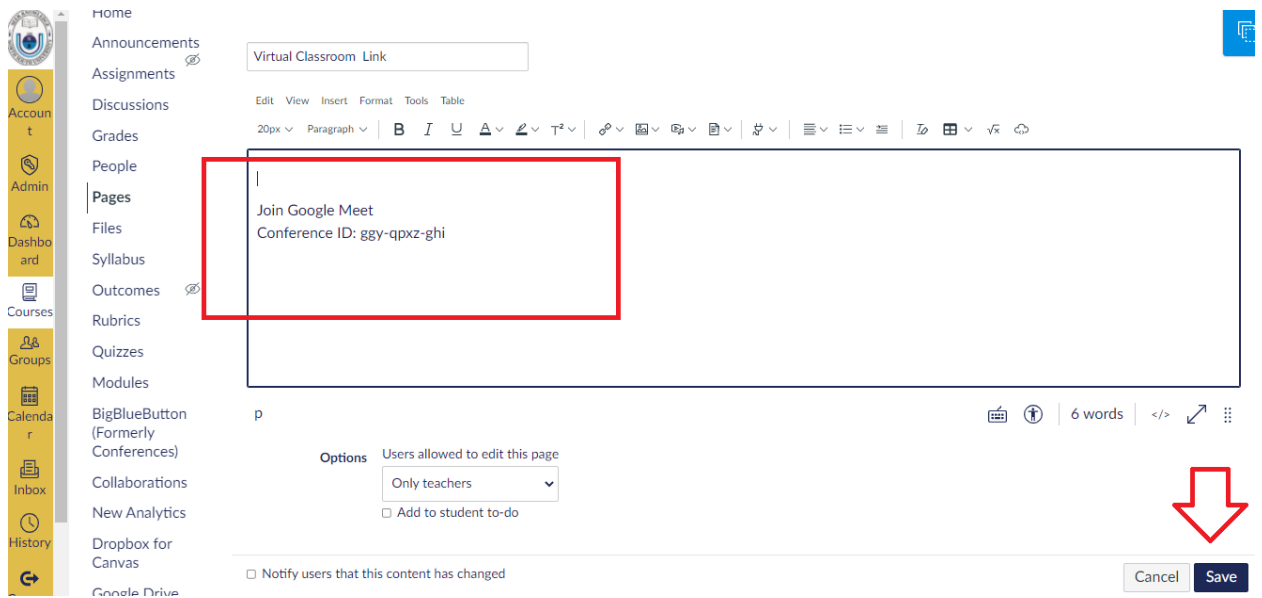
7. Click on “Google Hangouts Meet” application below:



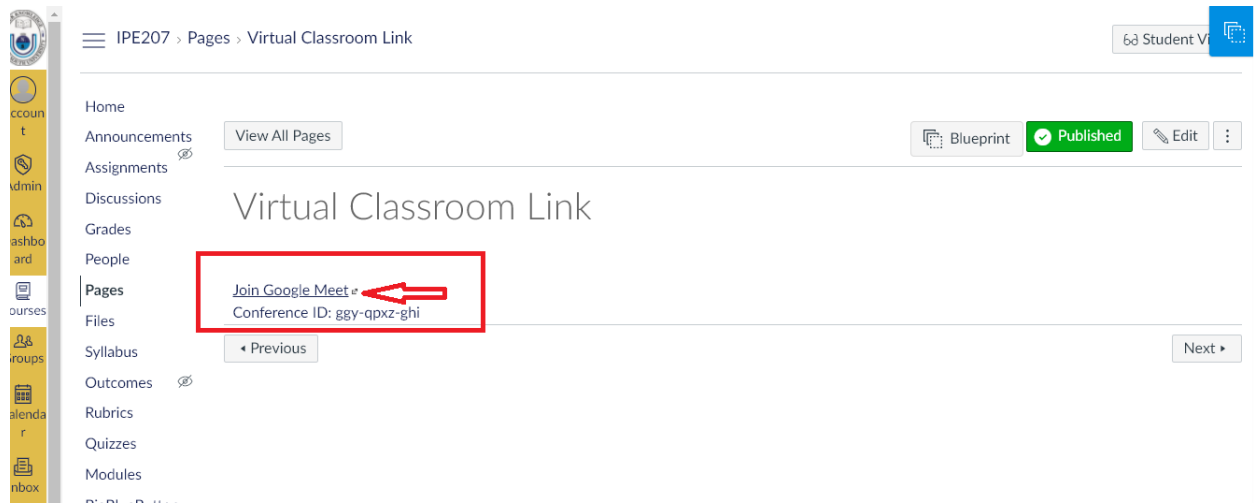
8. Click on “Grant Access” if you are prompted with this panel. Nothing to worry if you are not prompted with anything.



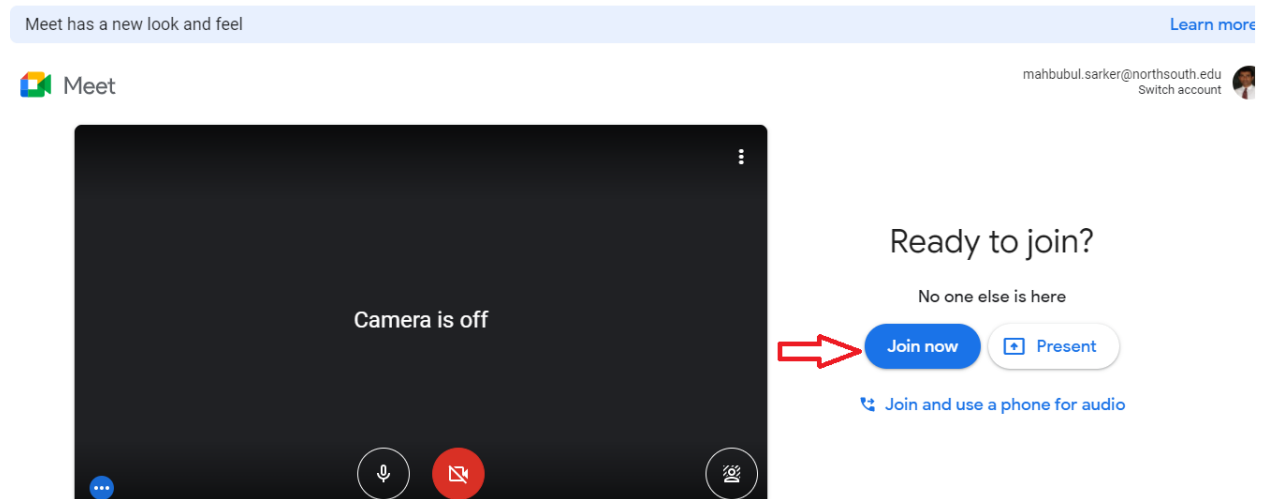
9. A Google meet link will be created in the Editor panel. Click on the Save button



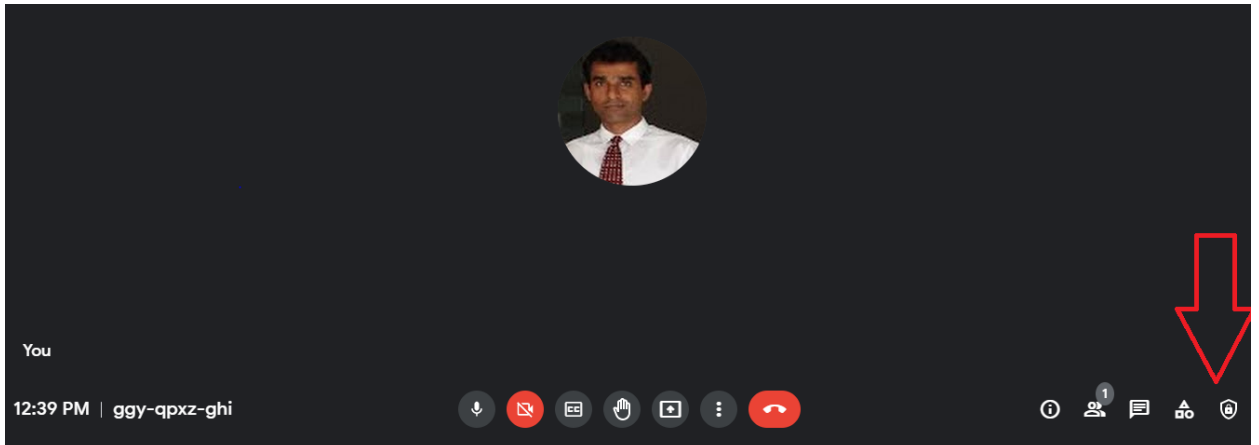
10. The page will look like as follows after hitting the Save button



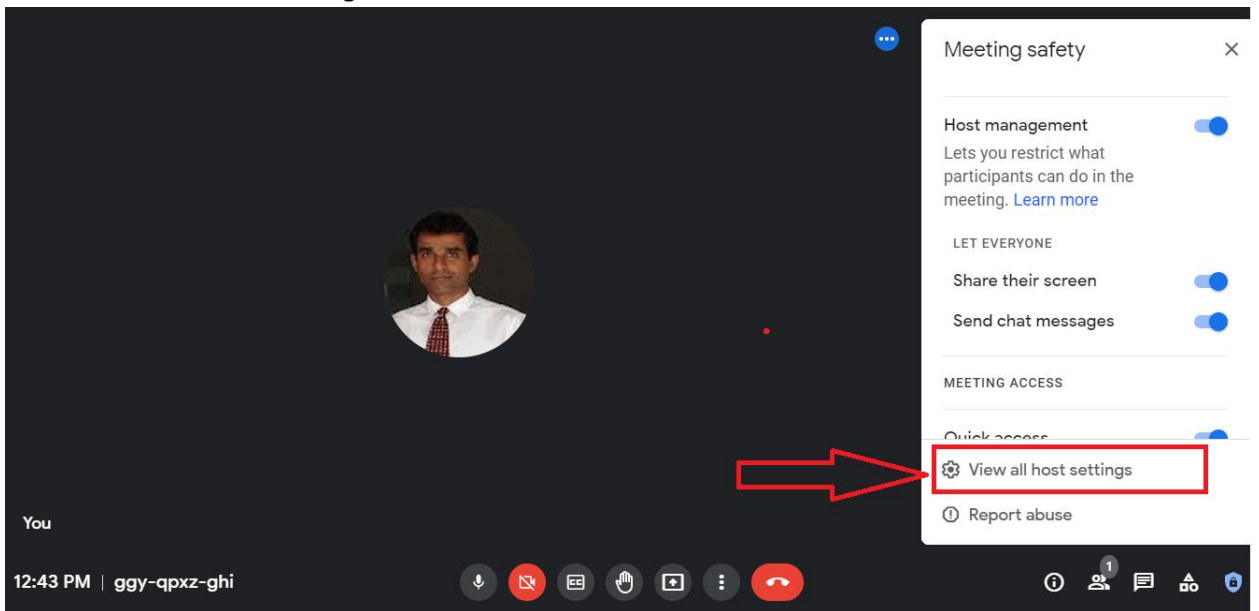
11. Google online classroom link is now created and integrated with Canvas for this course. We need to test and configure this link to apply security settings. Click on the “Join Google Meet” above then click on “Join now” button as follows.



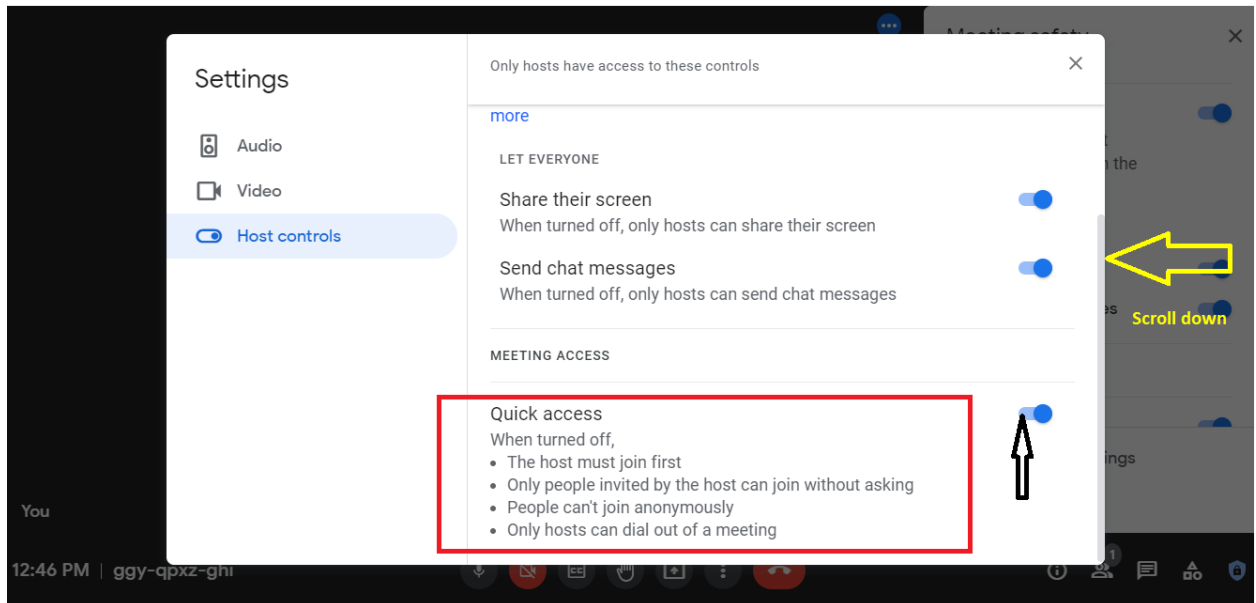
12. Click on the “Host controls” at the extreme right



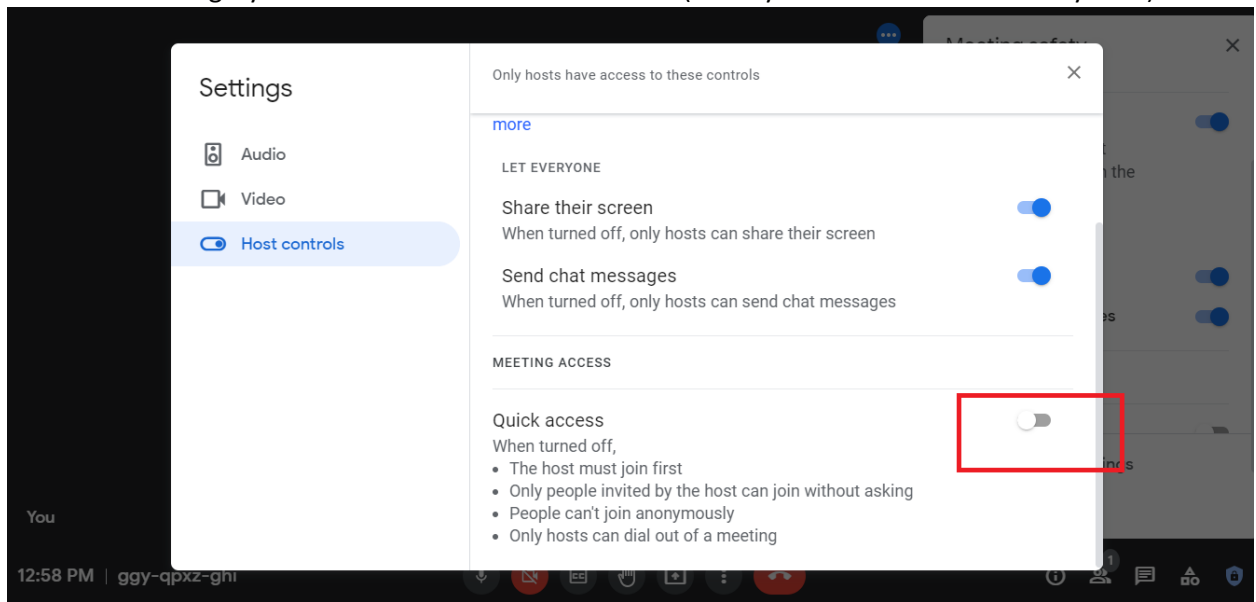
13. Click on “View all host settings”



14. Scroll down to expose “Quick access” control



15. Turn off the “Quick access” by clicking on the left edge of the control shown in black arrow above. It will be greyed out and will look like as follows: (Faculty can turn it ON or OFF any time)



That should be it. The same procedure needs to be followed if there is any other courses assigned.

Note: There are couple of ways to integrate Google Meet classroom link and Canvas Module. This is found to be the simplest one even though there are certain drawbacks in this method. Nonetheless, this could help our faculty members to use Google Meet in Canvas without needing to consult with the Google G-suite in between.