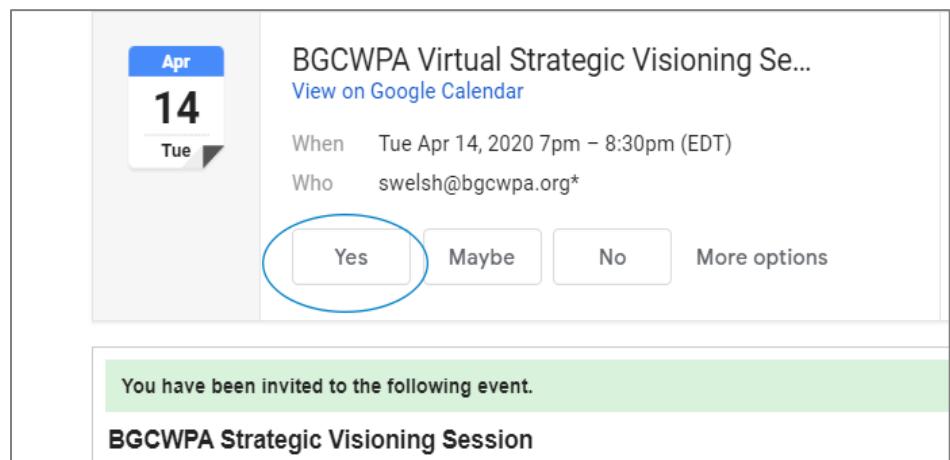


## HOW TO JOIN GOOGLE HANGOUTS – FACE TO FACE MEETINGS

### STEP 1:

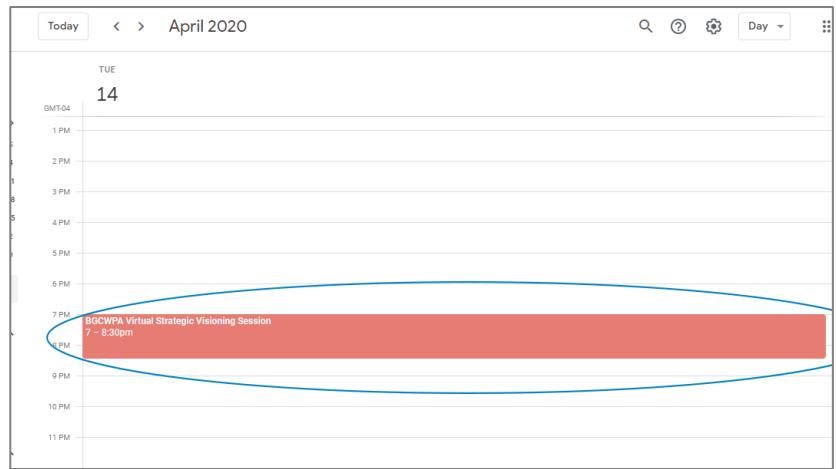
Once you RSVP to one of BGCWPA's virtual strategic visioning sessions, you will receive an email with the option to add this event to your calendar.

Choose "Yes" to add our Virtual Strategic Planning Session to your calendar.



### Step 2:

Once your session is added to your calendar and it is approaching your chosen date & time, **click on the calendar event**.



### Step 3:

Once you click on the strategic planning calendar event, choose "Join Google Hangouts Meet."

