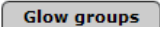





Glow Meet : Quick User Guide

1. Ensure webcam (driver) has been installed on computers being used.
2. Create a Glow group:

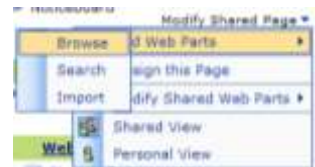
- a. Login to Glow
- b. Click on School name link (goto School Home page)
- c. Click on Glow Groups 
- d. Click on New Glow Group 
- e. Enter Name and Description (of group) 

- f. Click on Create Glow Group 
- g. You have now created a group (identified by the Name you entered).

3. Click on Group Name from list of Glow Groups



4. Click on Modify Shared Page → Add Web Parts → Browse



5. Click on Virtual Server Gallery → you will have to navigate to find Glow Meet (click Next at bottom of window)



6. Drag Glow Meet onto a vacant Web part

