Virtual Writing Assistance
from Jennifer Fisch-Ferguson

How we do this:

What you will need:

You need to have a gmail address: google.com

You need to know mine: jrfischferguson@gmail.com

Microphone – so we can hear and speak with each other.

Webcam- optional

Please email me a copy of your document AND place a copy in google drive: drive.google.com

This allows both of us to access the document, to work together on the screen. If you have a hard time retrieving the document- I can pull it up if I have a copy.

Here's how you start a Hangout

1. Select the people you want to have a Hangout with. Here are three ways to find people:
   - Find people by scrolling through your Hangouts list.
   - Click the + button at the top of your Hangouts list and type a name, email address, or phone number.
   - Search for a Google+ circle using the search box at the top of your Hangouts list.
2. Click the grey check mark next to the person's name or the circle.
3. Repeat the first two steps to add additional people.
4. Click the message button or the video call button .

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