



# Google Duo

## Working with your learner

Google Duo is an app that lets you make video and voice calls through the internet



Presented by



With funding from



# Google Duo

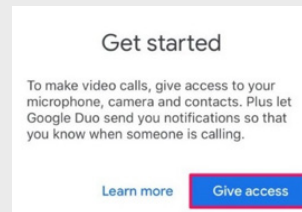
1



## Find the Google Duo app

- Ask your adult learner to find the Google Duo app. They can look for it on the device's home screen.
- Ask your adult learner to tap on the Google Duo app to open it
- If Google Duo is not installed on the device, ask your adult learner to open the App Store. They can search for Google Duo and download the app. If your learner has never downloaded apps before, do [this lesson](#) first.

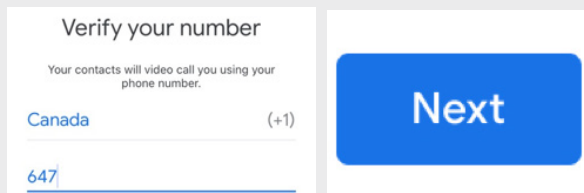
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## Give Google Duo access

- Explain to your adult learner that Google Duo wants to access their microphone and camera. Ask your adult learner to tap **Give access** to get started.

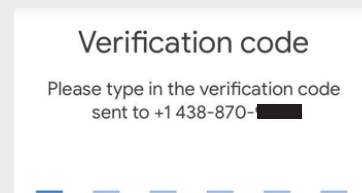
3



## Type your phone number

- Ask your adult learner to select the country they live in (Canada). Then ask them to enter their phone number.
- Check with your adult learner to see if their mobile phone plan charges them to receive text messages
- When they're done, ask them to tap **Next**

4

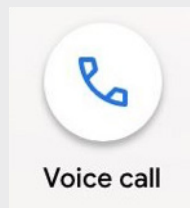
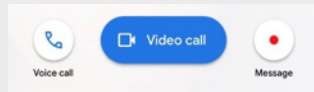


## Confirm your phone number

- Explain to your adult learner that Google Duo will send them a text message to confirm their phone number. This message will have a verification code.
- Ask them type in the verification code. Once they finish typing the code, Google Duo will automatically sign them in.

# Google Duo

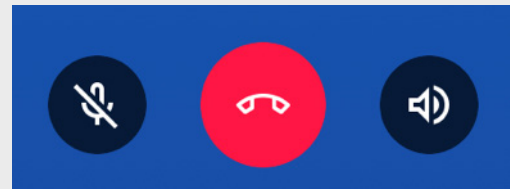
5



## Make a voice call

- Explain to your adult learner that they can use Google Duo to call other people who have Google Duo
- Let them know the calls are done through the internet. This means if they're not connected to wifi, Google Duo will use data from their mobile plan and that can get expensive.
- Explain to your adult learner that to make a voice call, they'll need to select a person in their contacts list then tap the **Voice call** button

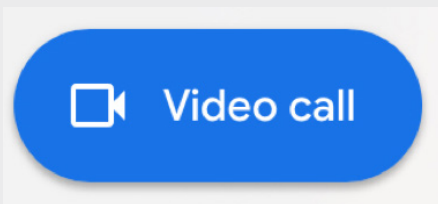
6



## During a voice call

- Let your adult learner know that they can turn off their microphone by tapping the **microphone** button at the bottom of the screen. This is useful if they don't want the person on the call to hear something, like background noise.
- Ask them to turn their microphone off and then to turn it back on by tapping the **microphone** button again

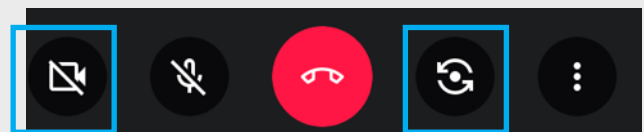
7



## Make a video call

- Explain to your adult learner that they can also make a Video call with Google Duo
- Let them know that Google Duo will use their device's front-facing camera so that the person they're calling can see them
- Explain to your adult learner that they can make a video call by tapping the **Video call** button at the bottom of the screen

8

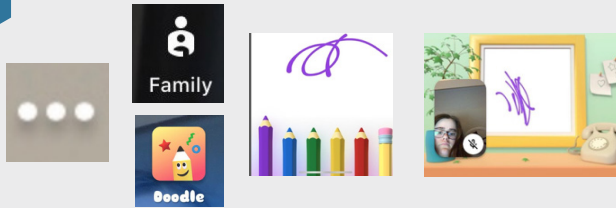


## During a video call

- Let your adult learner know that they can turn off their video by tapping the **video camera** button at the bottom left of the screen. Ask them to turn their video off and then back on.
- Let your adult learner know that they can also switch to the camera on the back of your device. To do this, they'll need to tap the **flip camera** button, located to the right of the red **hang up** button. Let them know that they can switch back to the front camera by tapping the **flip camera** button again.

# Google Duo

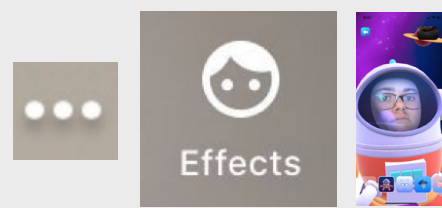
9



## Add drawings in a video call

- Explain to your adult learner that they can doodle or draw during their video call
- Ask them to tap the **3 dots** at the right of their screen. Then ask them to tap **Family** and then tap **Doodle**.
- Let your adult learner know that they can draw pictures on the screen for the other person to see. Let them know that when they're done, they'll tap the **blue arrow** at the top left of their screen to return to the call.

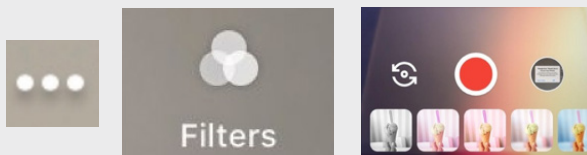
10



## Add effects to a video call

- Explain to your adult learner that they can add an effect to their video
- Ask them to tap the **3 dots** again and tap **Effects**
- Ask your adult learner to pick an effect from the bottom of their screen. Then ask them to tap the **blue arrow** at the top left of their screen to return to the call.

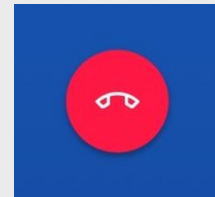
11



## Add filters to a video call

- Explain to your adult learner that they can add a filter to make their video a different colour
- Ask them to tap the **3 dots** again and tap **Filters**
- Ask your adult learner to pick a filter effect from the bottom of their screen. Then ask them to tap the **blue arrow** at the top left of their screen to return to the call.

12

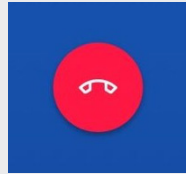
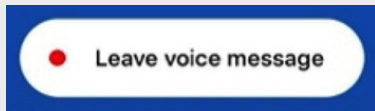


## End the call

- Explain to your adult learner that they can end a voice and video call by tapping the red **hang up** button

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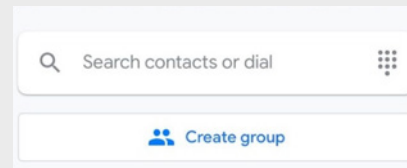
13



## Leave a message

- Explain to your adult learner that if they call someone and that person doesn't answer, they can leave a voice or video message. To do this, tap the **Leave voice message** button.
- Let them know they can choose not to leave a message by tapping the red **hang up** button to end the call

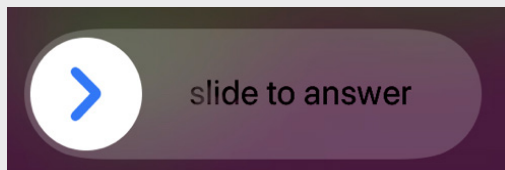
14



## Start a group call

- Explain to your adult learner that they can talk with up to 12 people at once. Let them know that to do this, they'll need to create a group.
- Ask them to tap **Create group** at the bottom of the screen. Ask them to tap on the names of the people they want to add to the group chat and then tap **Next**.
- Let them know that they can make a voice or video call to all of them by tapping on the **Voice call** or **Video call** buttons

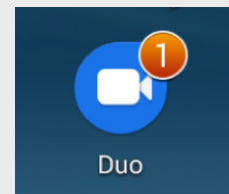
15



## Receive a call

- Explain to your adult learner that if they receive a voice or video call, it will look like the picture above
- Let them know that it will look a bit different on every device, so it won't be exactly like this picture
- Explain to your adult learner that they can answer a voice and video call by sliding the **blue arrow** to the right

16



## Notifications

- Explain to your adult learner that if they miss a call, they'll get a notification on their device
- Let them know that every device looks a bit different. On some devices, they'll see a number on the top right of the Google Duo icon in their device's home screen or app launcher. This number tells them how many messages or missed calls they have. On other devices, they'll get a notification in the notification bar at the top of the screen or on the lock screen.