

# A Beginner's Guide to Live Google Hangouts on Air through the Google Event Page

One of the best things Google offers is the ability to participate as a viewer in Hangouts-On-Air. There are three aspects of each Hangout that are typically used for our events:

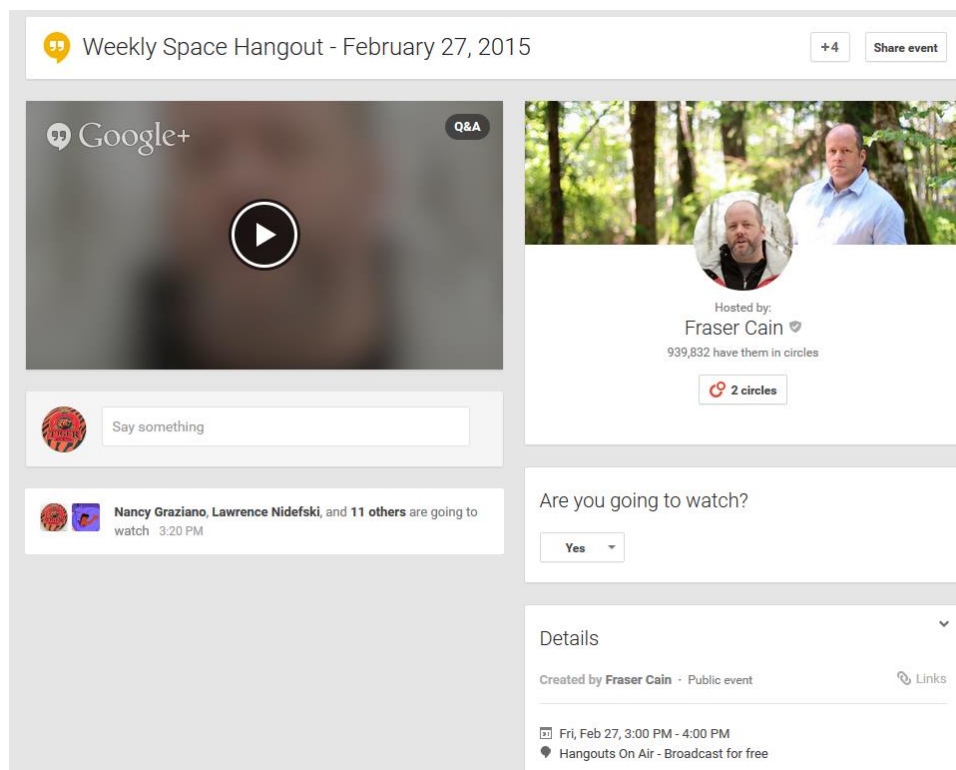
- The Live Video
- The Q&A App
- The Event Page

It can be pretty confusing the first time or two trying to figure out how to take advantage of each of these features. This guide is intended to help you participate in and enjoy Hangouts as much as possible.

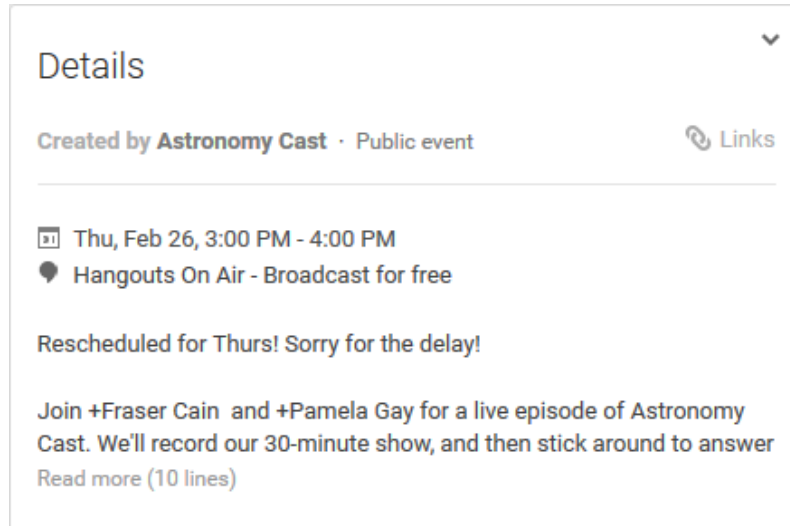
## Watch a Streaming Hangout Live

When a hangout is scheduled, a link specific to the event is created and communicated typically through an e-mail message or through a Social Media network.

1. Shortly before the scheduled start of the event, click on the link for the scheduled event to view the event page for the Hangout.



Details about when the Hangout will be streaming live are shown in the Details panel within the right-hand column.

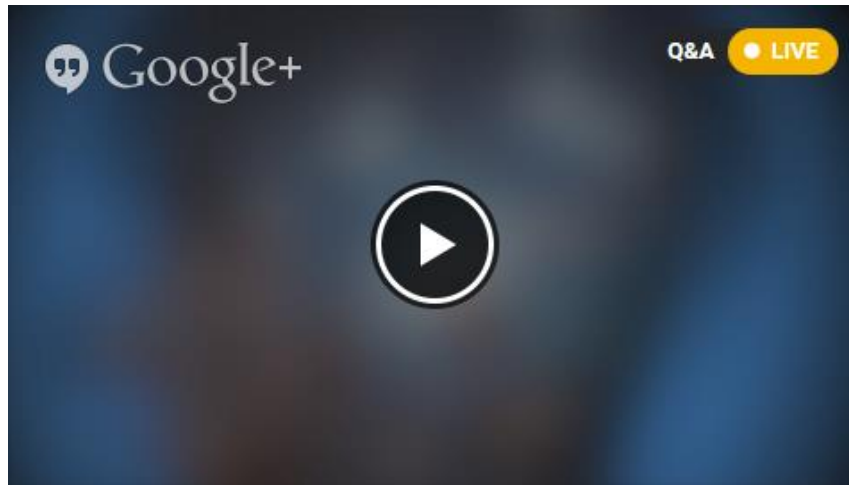


***The information shown in the Details panel is automatically adjusted to reflect YOUR local time and date.***

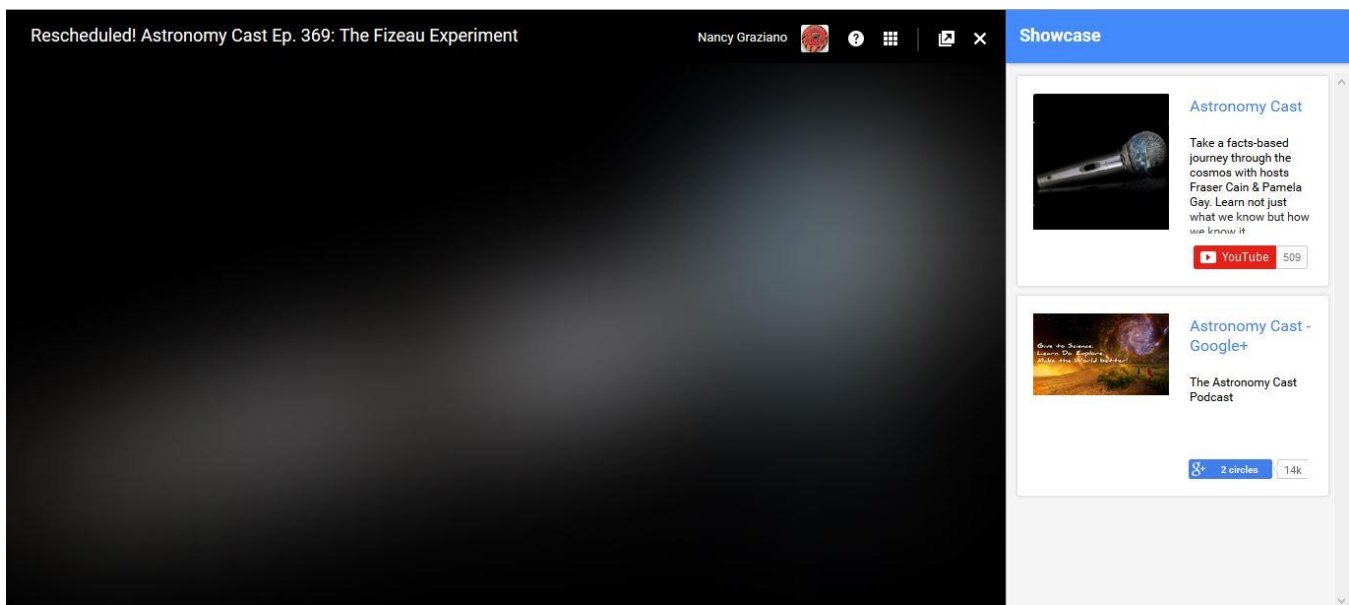
2. The streaming video is accessed by clicking the START arrow/button within the video window.



You can click on the video panel at any time, but once there is a yellow LIVE indicator displayed in the upper right-hand corner of the video panel on the event page, the broadcast has been initiated, and live streaming video will be available soon.



When you click on the Play button, the video panel expands to full-screen mode.



3. The default view includes the video panel as well as the Showcase App in the right-hand panel.

If you click within the video panel (on the left) before streaming video starts, a message indicating when the hangout is scheduled to start is displayed.

- If it is prior to the scheduled start time, the message is: **Your hangout will start in x minutes.**
- If it is after the scheduled start time/the hangout is delayed, the message is: **Your hangout will start soon.**

4. Typically, once the broadcast has started, the logo for the event is displayed, and, when you float your mouse over the video panel, a standard video control bar is displayed across the bottom.

Weekly Space Hangout - March 13, 2015 Nancy Graziano



Google+

# WEEKLY SPACE HANGOUT

YouTube

0:32 / 1:03:46

Showcase

**Fraser Cain**  
Space and astronomy news from Universe Today - <http://www.universetod.com>

YouTube 41K

**Fraser Cain - Google+**

Works at HeroX as Publisher, Universe Today. Lives in Courtenay, British Columbia. Publisher of Universe Today and Product Manager for

2 circles 943k

- At this point, there are no additional steps necessary to watch the streaming video, so just sit back and enjoy the broadcast!

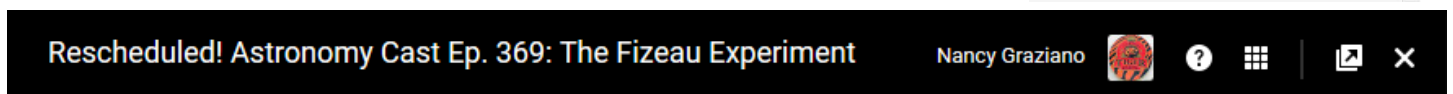
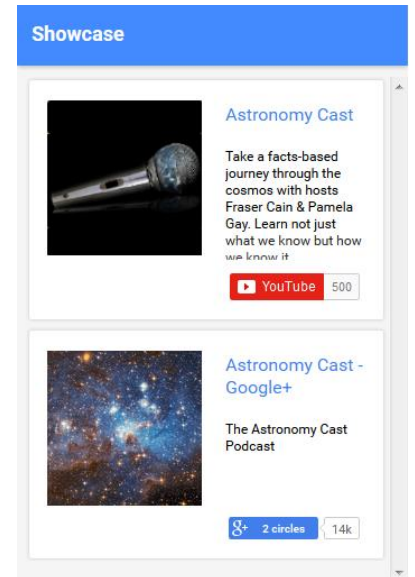
## Using the Q&A App

When watching a live Hangout on Air, one of the most enjoyable features – an the one that makes us all feel like we are true participants - is the ability to ask questions of the panel members. This is done via the Q&A App which is accessed from the Hangout’s full-screen mode window.


Normally, when a Hangout is started, by default, the Showcase App is enabled and displayed. But fear not – it is easy to replace the Showcase App with the Q&A App.

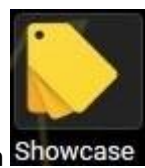
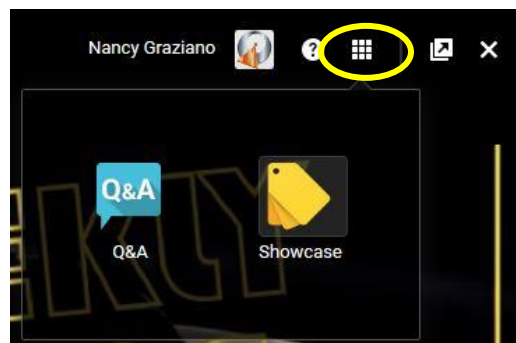
Please note that once the initial weekly “Hellos” are completed, we try to save the Q&A App for questions directed to Hangout participants/presenters since it makes it easier for them to see our questions. We DO however welcome extensive chit-chat among ourselves on the Event Page.

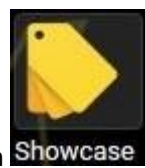
Across the top of the full-screen window is the Hangout Menu Bar.





To access the Q&A App:

1. Click the  icon on the menu bar to access the Application Menu.

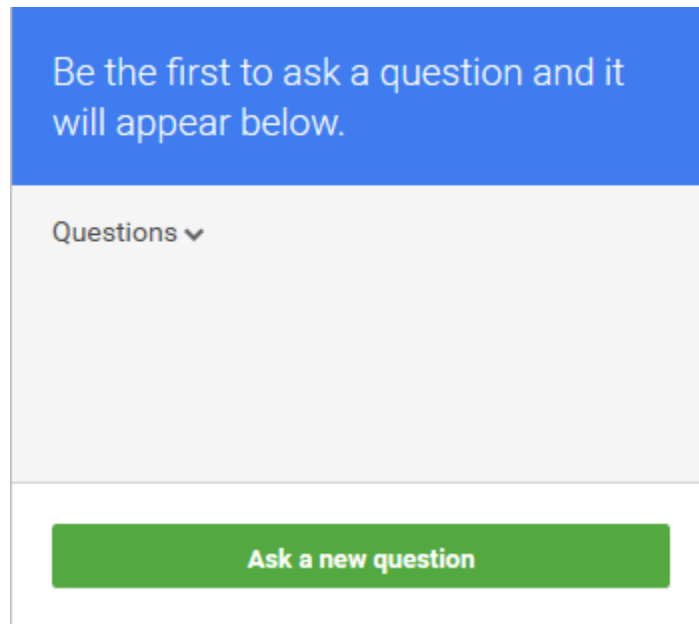


2. Click on the Showcase icon  to hide the Showcase App.

It may take a couple clicks to hide the Showcase App as this behavior seems to be a bit temperamental at times. If the Showcase App doesn't hide after the first attempt, try again by clicking in a slightly different spot on the icon.

3. Click on the  icon again, and this time, click on the Q&A icon  to display the Q&A App.

Again, it may take a couple clicks to display the Q&A App as this behavior seems to be a bit temperamental at times. If the Q&A isn't displayed after the first attempt, try again by clicking in a slightly different spot on the icon.



Once the Q&A App is displayed, you can now ask questions of the panel.

4. To ask a question, click **Ask a new question** and type your question in the dialog box displayed and click **Submit**.

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Enter a question...

(Questions you ask are visible to anyone on the web.)

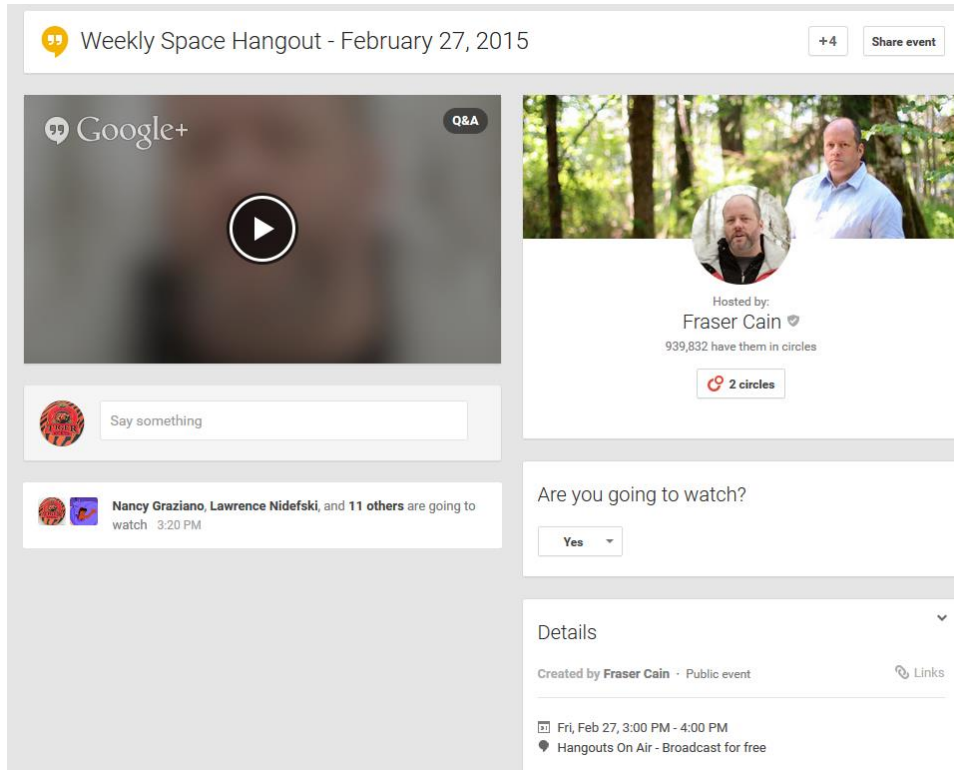
**Submit** **Cancel**

5. As questions are asked, they will appear in this panel. You can “upvote” each question/comment made that you like by clicking on the +1 box associated with each question.

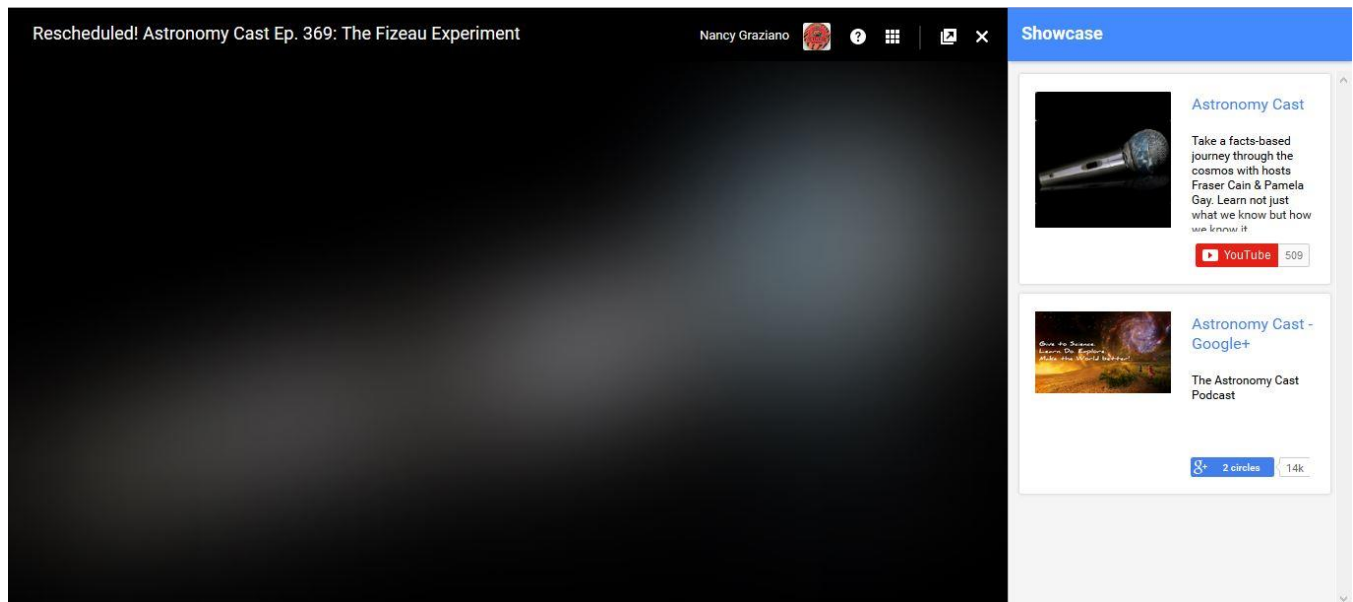
## Displaying and Using the Event Page

Many participants, myself included, like to use both the Q&A App to submit questions to Panel Members and the Event Page to chat with fellow viewers. This can be quite confusing to figure out, and I am sure there are many different ways to reach the same outcome, but this is how I do it.

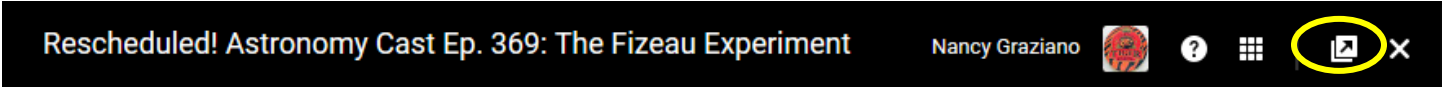
1. Access the event page for the Hangout. This is typically done by clicking on the URL provided via e-mail or a Social Media Website.



2. Click on the play button to display the Hangout in full-screen mode.



3. From the Hangout Menu Bar, click on the Pop-Out  icon to extract the Hangout window into a separate, resizable window.



Once the Hangout window has been extracted, the primary browser window will revert to the Hangout Event page.

The new Hangout window supports the ability to toggle between the Showcase App and the Q&A App as described earlier in [Using the Q&A App](#). Using the Q&A App Using the Q&A App Using the Q&A App Using the Q&A App

4. Now that the streaming video resides in one window, and the Event Page is in another window, resize them as desired so that you can monitor everything onscreen.