

# *Tech Tips for Seniors*

## **Google Duo**

Press the back arrow < to return to the menu.

- Install Duo on your mobile device or computer.
- If you plan to use an iPhone, go to Apple's App Store and get Duo. It is a free app. If you are using an Android device, you can find Duo in the Play Store. If you are using a computer it is best to use the Google Chrome browser, which includes Duo as one of its automatic apps.
- To use Duo, you'll need a Google account.
- Tap the Duo icon, and answer several questions in the setup menus, giving the app permission to use your device's camera, microphone and contacts list. Save those settings.

- Before you start, you should have made arrangements with your family or friends to install Duo on their devices and be aware of when you will be inviting them to your video chat.
- When you launch Duo again, your face will appear on the screen when you are facing your device.
- Scroll down the screen and select one or more people from your contacts list (maximum of eight people).
- It would be helpful to create a separate file with the E-mail addresses of a list the people you want to include in a group video session. Each E-mail address must be separated by a comma and a space.
- Tap the invite button and all of your selected contacts will be sent a message that allows them to join the conversation. The invitation will be sent to their mobile phones.