



How To...

Use Google+ Hangouts for the Commander's Innovation Conference

Digital Engagement Cell
USSOCOM
4 October 2012



Agenda

Background Requirements The Steps:

1. Finding Google+
2. Creating a Google+ Account
3. Add Profile Information
4. Follow the Innovation Conference
5. Install the Google+ Hangout Plug-In
6. Sign Up for a Collaboration Session
7. Join a Google Hangout
8. Collaborate in the Hangout



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The upcoming Commander's Innovation Conference seeks innovative and fresh ideas to enhance USSOCOM in several topic areas:

- Understanding Innovation
- Structures
- The People
- Personal Narratives (Successes/Failures)
- Processes
- Systems (Technology/Enablers)

We are proposing an innovative way to prepare for this conference. Invitees will have the opportunity to help guide the discussions and events in the months prior to the conference. This will be done using Google+ Hangouts and Drive to collaborate and share ideas!

The following slides provide a tutorial to help users take part in these collaborations!



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In order to successfully participate in this tutorial and, ultimately, the Innovation Conference Collaboration Sessions, you will **need** the following:

- An Internet-connected computer
- Internet Browser that is compatible with the software, such as Internet Explorer 8 or above, Google Chrome, Fire Fox or Safari

If you would like to be seen and heard during the Collaboration, you will also need a:

- Web-camera
- Headset with connected microphone

NOTE: USSOCOM's NIPR computer web browsers are not currently compatible. Any users from SOCOM must either work off-site, request FireFox for their NIPR machines or arrange to participate from the Digital Engagement Suite. For more, please contact Mr. Dan Wade- Daniel.Wade@socom.mil .



Background

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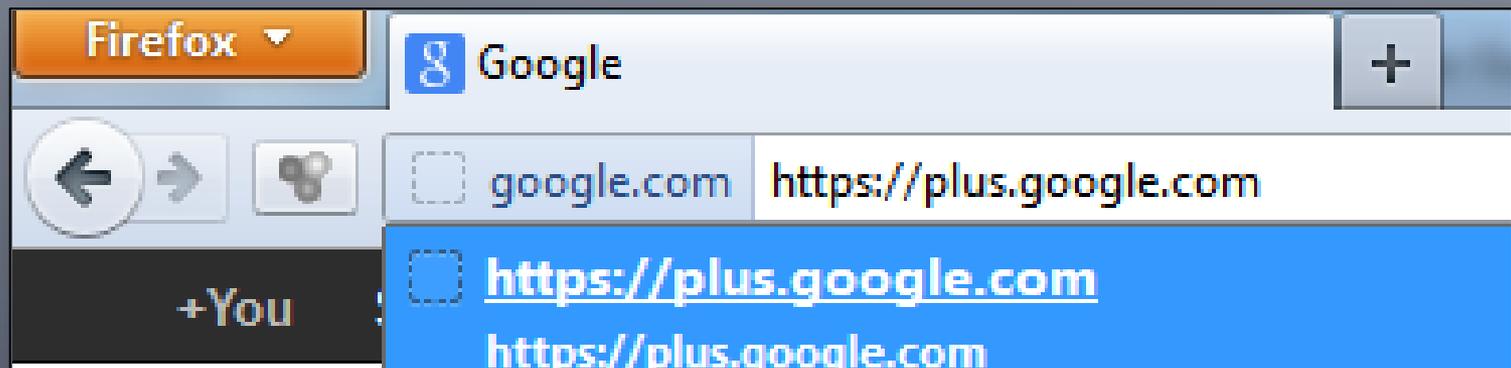
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Quick Overview:

Google+ is a web-based social network that includes all of its "layers," such as Videos, Hangouts, Documents, Gmail, Maps and other interactive tools.

- Open one of the compatible browsers listed on slide #4
- Go to <https://plus.google.com/>





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Click

SIGN UP

https://accounts.google.com/ServiceLogin?service=oz&continue=https://plus.google.com/?gsrc%3Dgplp0&hl=en

facebook

SIGN UP

Google+
Sign in and start sharing with Google+

With Google+, you can share the right things with the right people.

Circles
 Games
 Stream

Hangouts
 Photos
 Events

Sign in Google

Email

Password

Stay signed in

[Can't access your account?](#)

Note:

If you already have a Google Account (i.e. Gmail), you can access Google+ through that! If you do not have a Google account, please complete this step.



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- Fill in the short registration questionnaire

Create a new Google Account

1
2
3



Your Google Account is more than just Search.

Talk, chat, share, schedule, store, organize, collaborate, discover and create. Use Google products from Gmail to Google+ to YouTube, view your search history, all with one username and password, all backed up all the time and easy to find at (you guessed it) Google.com.

Name

First Last

Choose your username

@gmail.com

Create a password

Confirm your password

Birthday

Month Day Year

Gender

I am...

Mobile phone

Other email address

- Click Next Step after you fill in the information and read the Privacy Policy & Terms of Service
- **Your account is created!**



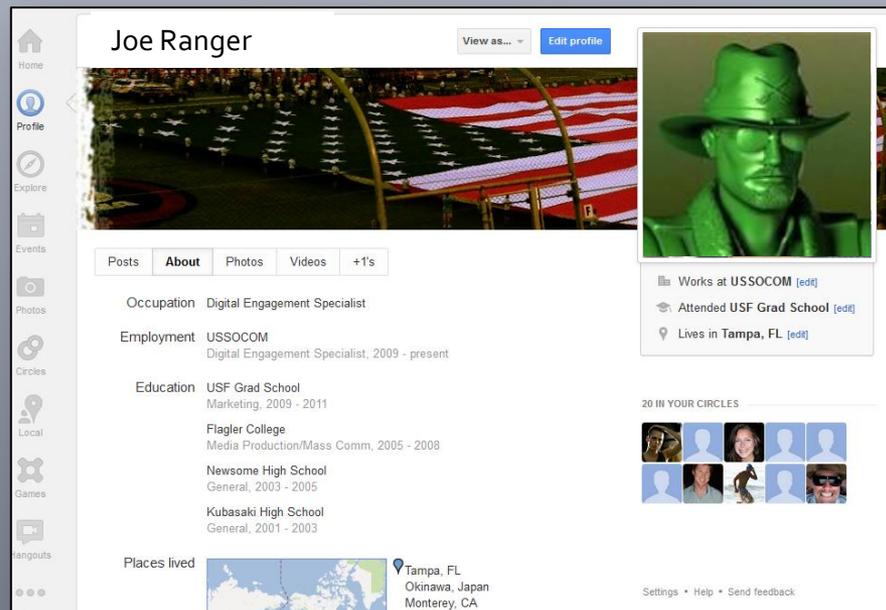
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- Add some basic information to your account to help personalize it and explain to your fellow users who you are
- Potential fields include your picture, education, work experience and various interests



Why Personalize?

If your Google+ account is personalized with some general information about yourself and what you do, it will help establish your area of expertise and credibility for those you collaborate with.



Background

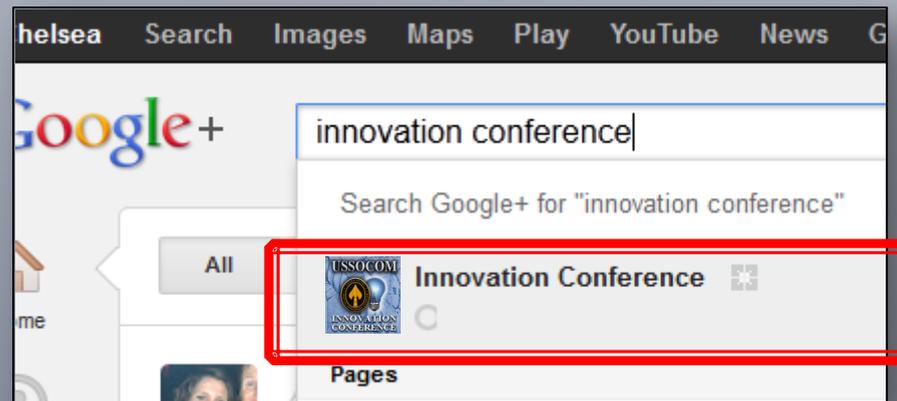
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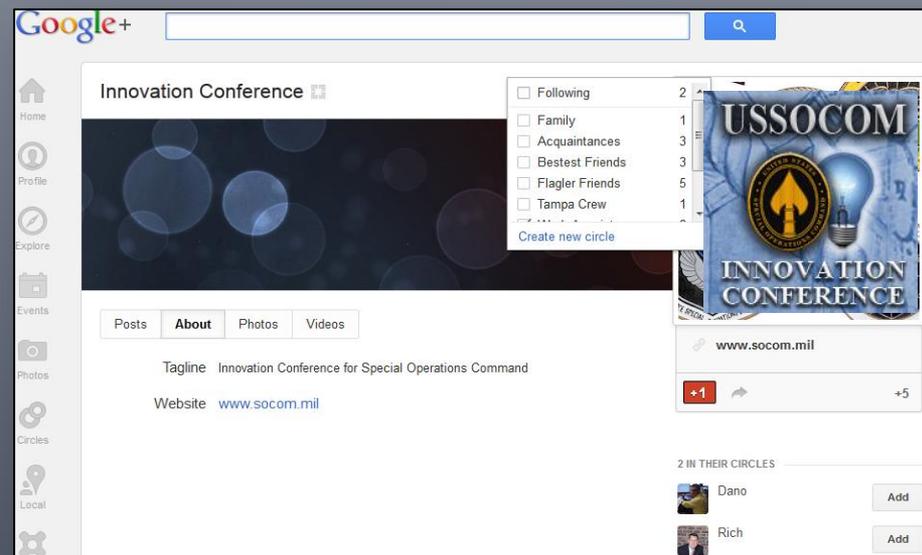
- Locate the Innovation Conference Google+ page by either:

- 1) Using the Search box at the top of the screen and clicking to go to the page, OR



- 2) Going to this URL- <http://gplus.to/InnovationConf2013>

- Click **FOLLOW** on the Innovation Conference page, and add it to one of your personalized Circles (ideas for Circle names include "Work" or "Events")





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Quick Overview:

Before you install the plug-in, here's a brief rundown of what Google+ Hangout is:

- Video/Voice and text chat capability through Google+
- Allows up to 10 people to collaborate at once
- Has enhanced features that enable things like document editing, video watching, doodling, live broadcasts, etc.
- Can be used on many SmartPhones and Tablet Computers



The Plug-In:

What am I downloading & why?!

To run Google Hangout, a small software plug-in is required. It is perfectly safe for your computer, and only needs to be done the first time you use Google Hangout.



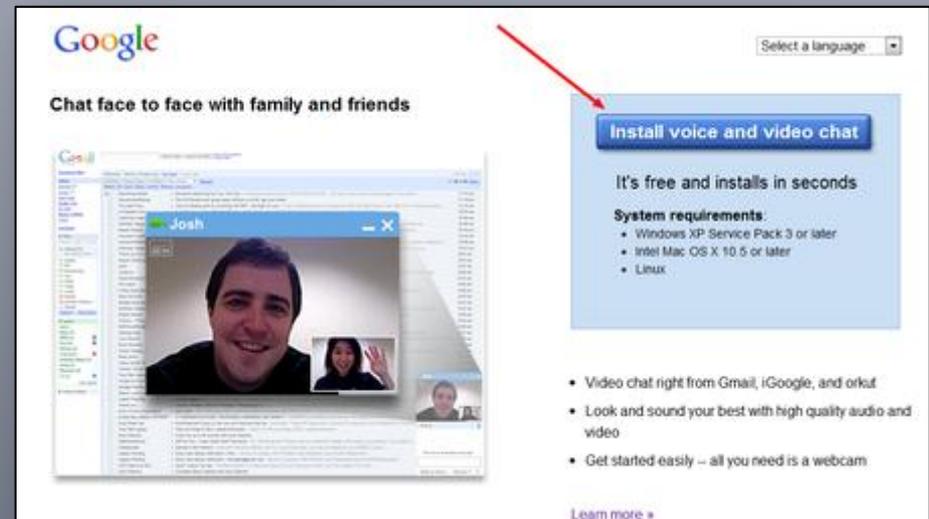
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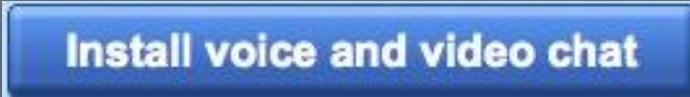
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- On the upper right hand side of your main Google+ page, click 

- A new window will open →



- Click 
- Once the install is done, you will see a  and you can click 



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Quick Overview:

The Innovation Conference has a public website that lists the pre-conference Collaboration Sessions and allows guests to sign up to participate.

- Visit <https://www.socom.mil/CIC>

USSOCOM INNOVATION CONFERENCE

1 SPEAKERS 2 READING LIST 3 WORKING GROUPS 4 DISCUSSION TOPICS

Commander's Innovation Conference > Working Groups

Innovation Conference Purpose

1. **Educate** the SOCOM Commander and Staff on the ingredients necessary to create a more innovative culture.

2. **Acknowledge** potential innovative thoughts and ideas and consider their integration within the headquarters.

3. **Empower** the Staff to take future action to implement appropriate thoughts and ideas within the command.

WORKING GROUPS

PEOPLE	PROCESS
<ul style="list-style-type: none"> • How do people adapt to an innovative culture? • What kinds of values, beliefs, attitudes do innovative people possess? • What motivates or empowers individuals to embrace an innovative culture? • How does an organization incentivize innovation? • How does an organization manage expectations? 	<ul style="list-style-type: none"> • How important is it to have leadership be a part of an innovative culture? • What are the issues that innovative people must deal with, how do they cope or keep up? • What incentivizes/ empowers them? • What is "normal" friction associated with any attempt to become innovative?

- Click on a Google+ logo to sign up for a Working Group Hangout!



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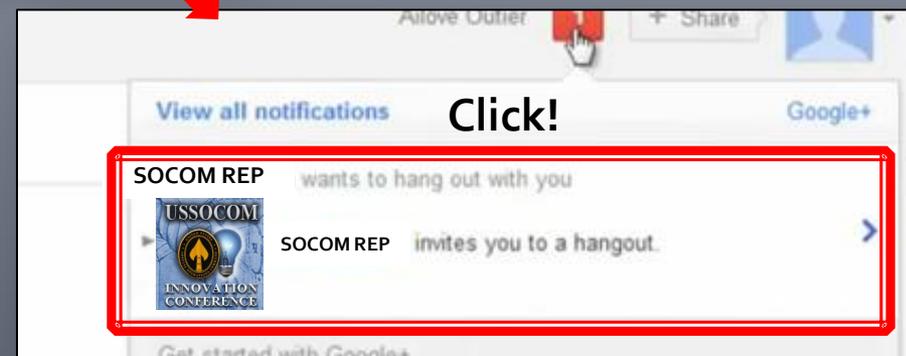
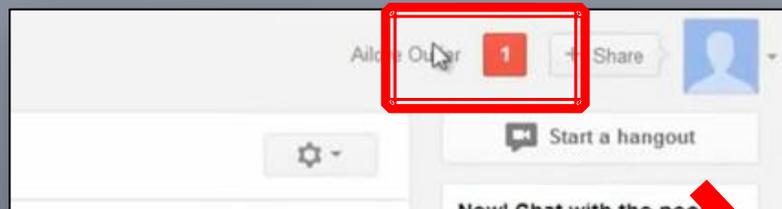
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- Log in to your Google+ page 10 minutes prior to your assigned Collaboration Session and wait for your Hangout Invitation
- Once the invitation pops up in the top right hand corner, click and accept

Click!



- Another drop-down will give you a **Hang Out** button. Click and wait for your Hangout window to pop up and load!



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- Check out your screen and audio (if you're using a web cam and mic) and make sure everything is working!
- Prepare to Collaborate and Innovate!





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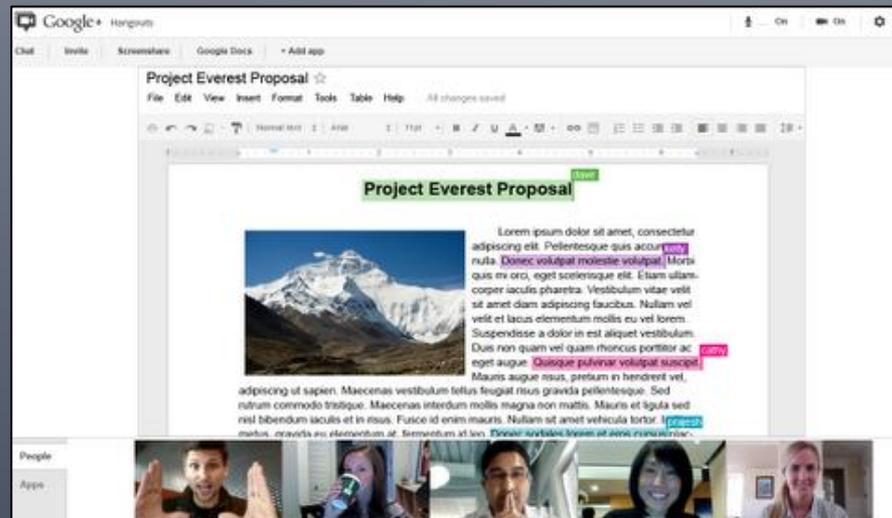
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Document Collaboration:

Many Google+ Hangouts are used to simply talk with and see a group of people. However, Hangouts can also be used to edit and work on documents or projects as a group—this is the intended use for the lead-up to the Innovation Conference.

- After you join the Hangout, a SOCOM Rep will load the document that is to be discussed and collaborated on
- When editing a document, each user has a different color so that it's clear who is making what changes
- Users can talk, listen and edit simultaneously!





Thank You!

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