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FEATURES OF TEACHING DISCIPLINES IN HIGHER EDUCATIONAL INSTITUTIONS USING GOOGLE MEET SERVICE

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Resume. This article provides an overview and features of using Google Meet as one of the most customized and easy-to-use tools for distance education. Google offers a wide variety of related programs and tools that you can use to organize distance education. Their use not only improves and optimizes the education process, but also stimulates students to acquire skills in using modern digital technologies.

Key words: distance education, Google Meet, teacher, student.

Google Meet (formerly Hangouts Meet) is a video call service developed by Google. It is one of the two applications that replaced Google Hangouts and Google Chat [1].

The first release for iOS was presented in February 2017 [2], the program was officially introduced in March 2017 [3].

In March 2020, due to the fact of COVID-19 pandemic, free access to the program was announced, which led to a 30-fold increase in the number of users in April 2020 compared to January 2020, reaching 100 million users per day [4–7]. Until March 31, 2021, the duration of free conferences for Gmail accounts was limited to 24 hours, and from April 1, 2021 for free accounts is expected to limit the duration of video conferencing to 60 minutes (previously announced that the terms of

use will be changed on October 1, 2020) [8, 9].

With the transition to an online form of education, a need to use tools with the functions of group chats, calls and conferences appeared. One of the most education-friendly and easy-to-use tools is Google Meet.

Google Meet benefits:

- Organization of video meetings, online classes with students. Up to 150 users can take part in the meeting at the same time.
- Classes can last continuously up to $300\ \text{hours}$ unlike Zoom, where classes can last no longer than $40\ \text{minutes}$.
- It is possible to show materials on the PC desktop during classes and seminars: during the meeting you can give access to your screen to show presentations or other information on the desktop.
- Schedule classes in advance and link to Google Calendar. Scheduled classes are synchronized automatically on all devices, so you can start the meeting on a computer and end it on another device, such as a smartphone.
 - Record video storage classes on Google Drive.
- You can join both through a browser and through an application for Android or iOS [10].

Google Meet was designed by a company so that people from different places can join the same virtual meeting. And also, to communicate or share videos.

Features:

- the student simultaneously sees the teacher, classmates, tasks and observes the implementation of the example in the program being studied;
 - screen demonstration: any participant can share a broadcast of their screen;
- the teacher has the opportunity to select several participants for simultaneous display of screens;
 - chat, hence commenting;
- allows not only to listen, but also to take an active part in a video meeting online.

Benefits:

- Meet is available in applications such as Gmail, Google Chat and Google Classroom; meeting scheduling allows users to schedule calls and video meetings;
 - synchronization with contacts in the Google account;
- Link to Google Calendar (you've seen an important event and can create a conference on it right away by inviting people from your contact list)
 - you can call in one click;
- You can join both through a browser and through an application for Android or iOS;
 - screen sharing to show documents, spreadsheets or presentations;

Disadvantages:

- All participants must have a Google account - the main condition for using the service [11].

As a result, Google offers a wide range of related services and tools that you can use when organizing distance education. Their use not only improves and optimizes the education process, but also stimulates students to acquire skills in using modern digital technologies.

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