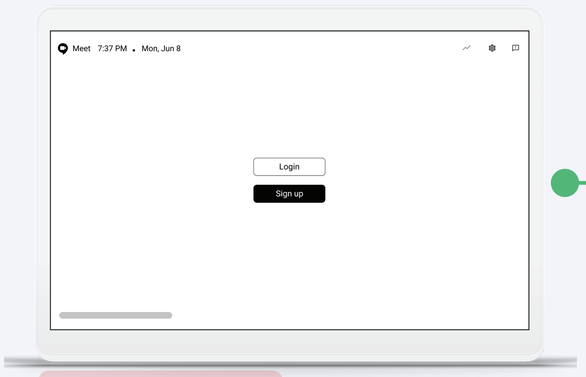
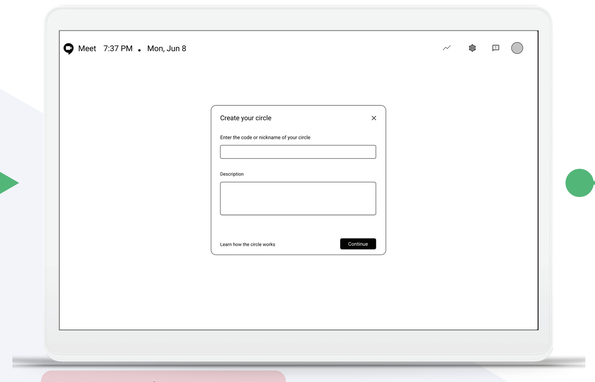
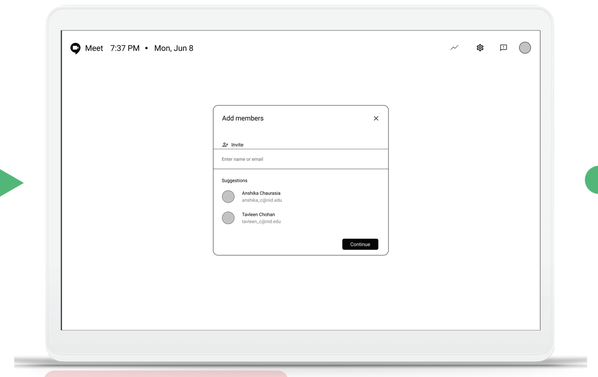
GOOGLE MEET
Wireflows



Log in/ Sign up screen
You could start by signing up and adding your personal details.



Create your circle
The circle feature on meet + allows you create your circle or group for online collaboration. You could add your team's name, description and members.



Add members
You could add your team members via e-invite by entering their Email IDs.

Dashboard:

Brings the team to a **common platform.**

Primes them before the meeting, instead of directly starting the call and bring them to a common frame of mind (people join from different environments).

Rewards (badges on timely task completion, etc)

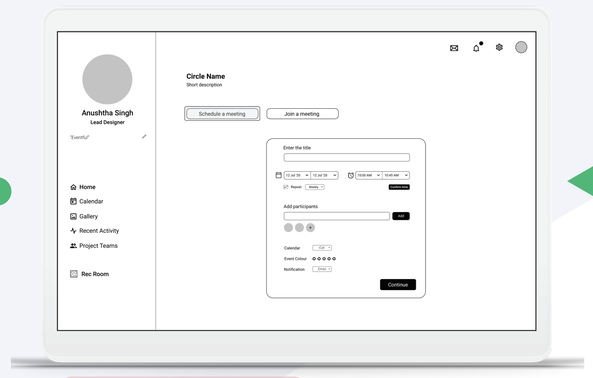
Bonding beyond work and sharing personal experiences.

Increase **transparency** and trust amongst peers.

Increase **engagement** and attention towards the platform.

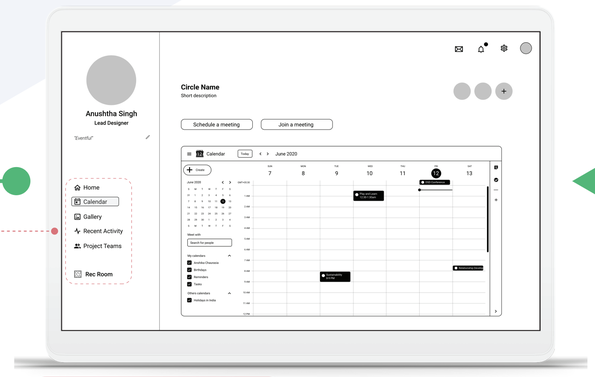
Your profile picture, work profile and status *(Describe your week in a word)*

Check messages & notifications, so that you stay reminded and don't miss out anything.



Schedule Meetings
Join or schedule meetings. You can add the name, date, duration and participants. This will get updated on the dashboards of the people invited along with an Email and reminder. Meetings can be colour coded based on the purpose or type.

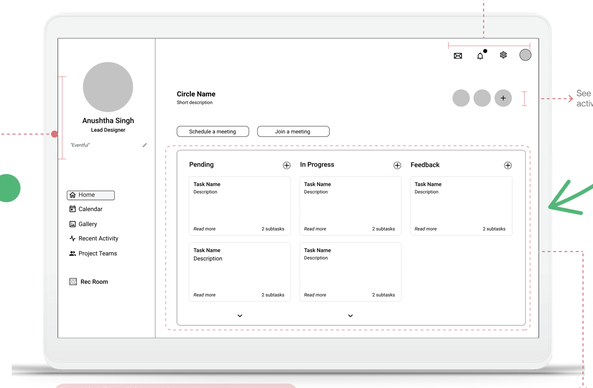
Clarity I Informed I Aware



Profile Dashboard
Browse through dashbaord of your peers to see their work- progress, share feedback, challenge them for games, learn new skills and share experiences.

Clarity I Visible I Transparency I Accountable I Connected

- **Home** — Brings back to the main dashboard
- **Calendar** — Add events, deadlines & important dates. Schedule meetings and manage work hours.
- **Gallery** — Share your experiences, photos, achievements with your peers.
- **Recent Activity** — See what your peers are upto, a glimpse into their lives beyond work!
- **Project Teams** — See your teams progress, to-do list, progress update and other details sorted project wise.
- **Rec Room** — Bonding beyond just work; play, challenge, develop skills or simply hangout with peers.



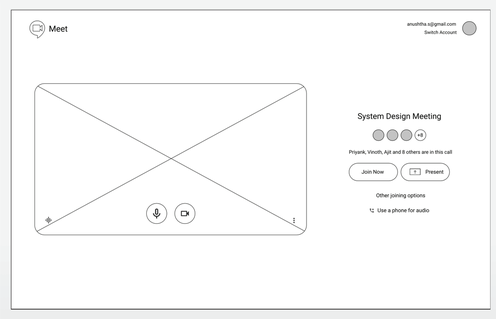
See who all are currently active online.

Profile Dashboard
Once the members are added to circle they can each update their information and company profile to create their customisable dashboards. They would also be able to access other members' dashboard.

Focus shift I attentive I Sharing I Explorative I Aware

Find your pending and in-progress task details on your dashboard to keep you on track and find it all on one platform. You could see the task progress of your peers on their respective dashboards.

Your peers can see your projects and provide feedback on the same and vice- versa.



Join Meetings
See who all are already on the call before you join.

Choose moderator

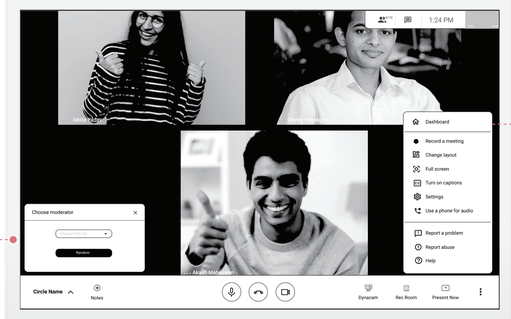
Random

Moderator:

Discussing and choosing moderator increases involvement.

Increases participation and alertness.

Everyone gets to lead/ moderate the meetings while, being guided by technology.



Access dashbaord at any point during the meeting and join back.

Choose Moderator
Start the call by choosing a moderator either by entering the name from the list of people on the call or by selecting random selection. The moderator's screen will allow them to discuss and add the agenda of the meeting and also check them as they progress.

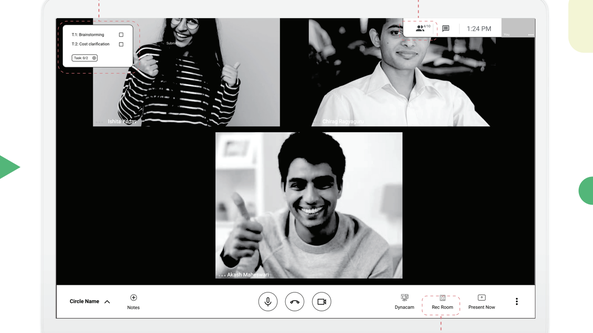
Guided I Involved I Vigilant I Participatory I Responsible

Agenda and task bar on the moderator's screen

Participants: Shows the no. of members on call vs no. of members invited. The colour changes when someone leaves or joins for subtle indication and awareness.

Participants:

Alerts the users when a member joins or leaves the call without creating much distraction.



Opens the tab with recreational and interactive features for a more informal interaction with the peers *(Could be ideally accessed at the end of the meeting call)*

Moderator's call screen
Moderator's screen has the feature on top left where they can add task (or agendas) of the call and check them out as they are completed. There is also a small nudge bar on the top to show tasks to be done vs completed.

Aware I Guided I Focus

Discussion Feedback:

Increases participation

Everyone feels involved and heard since asked to voice opinion and their agreement once the moderator checks

Users can register their concerns incase they dont want to disrupt the flow for discussion later

Counters the issue of people either forgetting or being lazy at the end of the call for voicing doubts/ opinions.

ICounters the issue of some people being shy/ uncomfortable being vocal in between discussion as they get a chance to speak later.

Increases attention and eliminates some scope of missing out on opinions/ perspectives.

Progress Bar:

It acts like a nudge or an anchor for the meeting constantly but, subtly reminding them of the purpose/ agenda along with telling them the meeting progress.

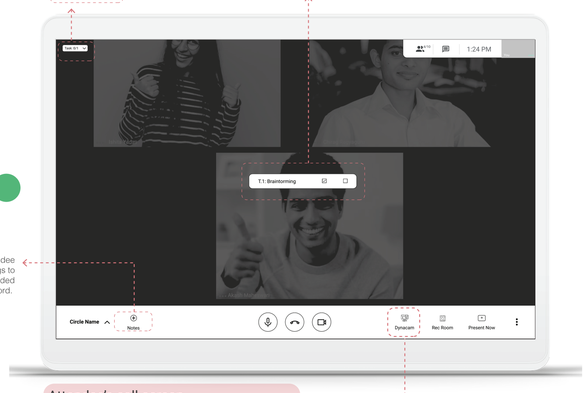
Likely to increase alertness and efficiency.

Task progress bar

Task: 0/1

T.1: Braintorming

Discussion Feedback:
Attende can check on green or red box based on whether they are clear or have questions about the mentioned task, respectively.



During the call the atendee can note down things to do which will get added to the main dashbaord.

Attendee's call screen
It would have similar features except the add task/ agenda bar. However, their would be task bar on top left to show the progress and a pop up message when the moderator checks a task. This will help the attende record whether they have understood the task and agree with it or not. Their vote will register and flash at the end of the call.

Involved I Heard I Alert I Trust I Easy

Dynamic Camera: Turns on an external 360 degree camera that can be used to share live video of paper doodling, writing whiteboard, gestures, bodylanguage, etc.

Dynamic Camera:

Brings the experience of physical collaboration to the virtual screen.

And addition table camera can be attached and turned on to activate two screens per user, one being the front camera and second a dynamic 360 degree table camera that can be positioned above a paper while sketching/ doodling/ explaining, used to cover the environment around, capture gestures/ bodylanguage, etc.

Increases understanding, efficiency of idea/ concept discussion.

Also, increases involvement, making the meeting dynamic.

Note:

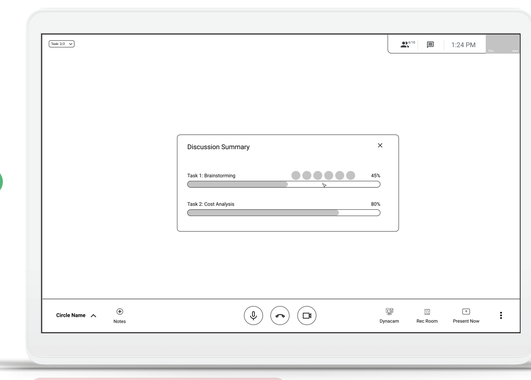
Increases engagement with the platform.

Discussion Summary:

Summarises the opinions through the meetings

Gives a chance for discussion and clarification of concerns of every member

Improves efficiency, engagement and involvement



Summary
Once the call end is pressed by the moderator, the screen will flash the discussion summary. This would show the percentage of attendes who completely understood and agreed to task and the ones who did once on hover.

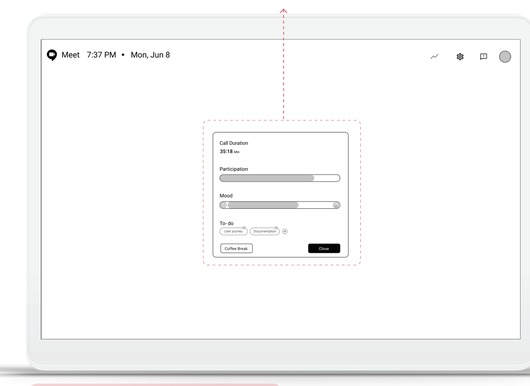
Acknowledged I Involved I Aware I Participative

Feedback:

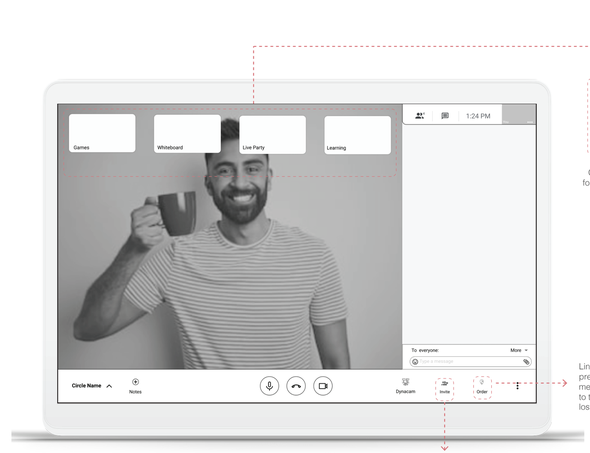
Personal feedback after every call which is also missing in physical collaborations.

Makes the user aware of the involvement in the meeting

Helps them understand themselves better and also summarises their tasks and notes.



Feedback
At the end of every call, the attende will get a feedback on their participation and mood through the call. Also, an editable to- do list will be auto-generated based on what has been added by the user on the call before it flashes on the dashbaord.



Challenge your peers for games and activities

Whiteboard feature to collaborate

Watch movies, series and even live sports events together!

Learn extra curricular skills from your peers and teach them what you are good at.

Rec:

Helps build trust and personal relationships.

Eliminates inhibitions.

Increases peer learning and skill transfer

Helps break ice and increase comfort amongst peers

Helps in bonding beyond task/ Ice breaking

Increases work efficiency and manifests stronger team dynamics

Bring the physical collaboration feature of interacting beyond work to virtual platform while also making it more efficient.

Linked with a food deivery app and pre- saved address of your circle members, send over coffee, tea & snacks to them as an appreciation, because you lost a game or simply!

Order:

Blurring the geographic boundary.

Increases bonding

Invite your circle to directly join you in the rec room via Email or copy link invites.

Rec Room
After the call attendees can either exit the call or join the rec room. This is a more informal space for them to bond and is sans monitoring features like call record and a more informal and interactive chat box

Bonding I Team I Inhibition- free I Social learning I Silos busting

LEGEND

	The screen description
	Key feature and its description
	Intention/ Purpose of the feature
	Screen flow