

Creating a Google Account

Use: To provide access to Google's personalized services (Google Docs, On-line Calendars, etc.)

Requires: Internet connection, email address

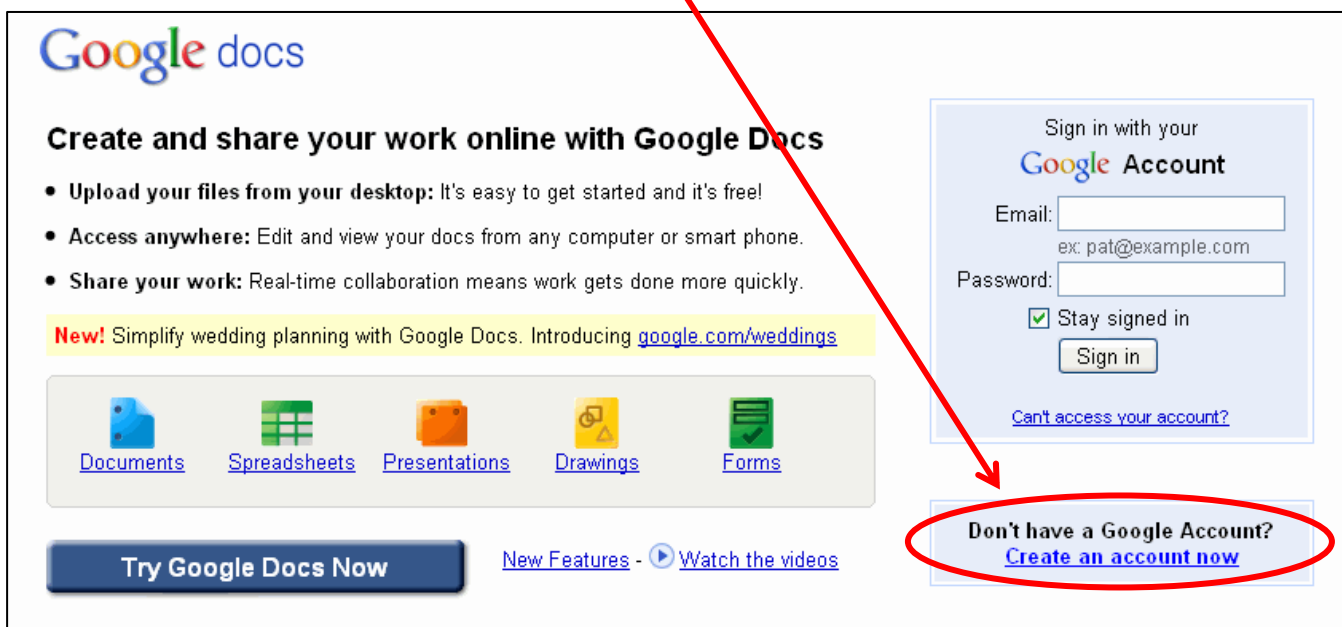
Cost: Free

Registration: Required

URL: docs.google.com

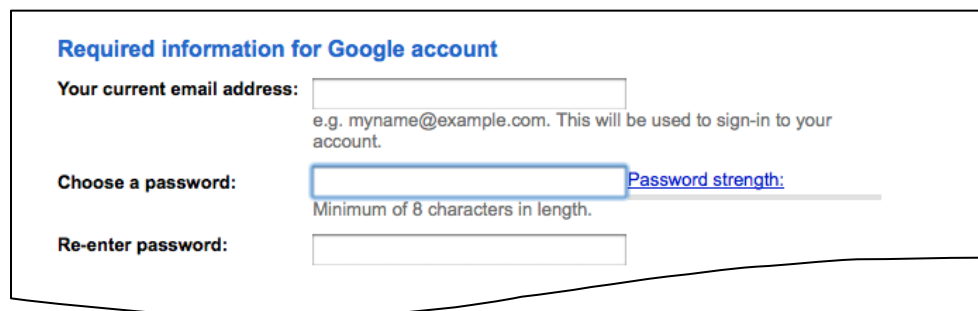
To set up an account:

- 1) Using your Internet browser, go to **docs.google.com**
- 2) Select **Create an account now**



The screenshot shows the Google Docs homepage. At the top left is the 'Google docs' logo. Below it is the heading 'Create and share your work online with Google Docs'. There are three bullet points: 'Upload your files from your desktop', 'Access anywhere', and 'Share your work'. Below these is a 'New!' announcement about wedding planning. In the center is a row of icons for Documents, Spreadsheets, Presentations, Drawings, and Forms. At the bottom left is a 'Try Google Docs Now' button. At the bottom right is a link to 'New Features' and a video link. On the right side of the page is a sign-in box with fields for Email and Password, a 'Stay signed in' checkbox, and a 'Sign in' button. Below the sign-in box is a link 'Can't access your account?'. At the bottom right of the page, there is a red circle around the text 'Don't have a Google Account? Create an account now'. A red arrow points from the 'Create an account now' step in the list above to this link.

- 3) Provide the information requested in the next screen to set up your account. You may have to verify your email address by responding to an email... be sure to use an email address that you'll be able to access from your school.



The screenshot shows the 'Required information for Google account' form. It has three main sections: 'Your current email address:', 'Choose a password:', and 'Re-enter password:'. The email address field has a placeholder text 'e.g. myname@example.com. This will be used to sign-in to your account.' The password field has a 'Password strength:' indicator and a note 'Minimum of 8 characters in length.' The 'Re-enter password:' field is empty.