

HOW-TO



**get online
week**

19-25 October

Create a Google Account



**Richmond Tweed
Regional Library**

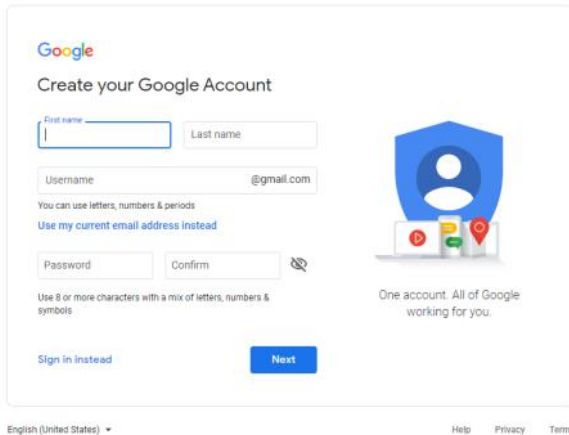
Connect. Discover. Escape.

Setting up a Google Account

A Google Account give you access to many Google products and services.

You can do things like: set up a Gmail email account, download apps, movies and books from the Google Play store, and organise a YouTube channel.

Getting started with a new email

A screenshot of the Google Account creation page. The page has the Google logo at the top left. Below it, the text "Create your Google Account" is centered. There are input fields for "First name", "Last name", and "Username". The "Username" field has "@gmail.com" as a placeholder. Below the "Username" field, there is a link that says "Use my current email address instead". There are also input fields for "Password" and "Confirm", with a small icon of a key and a lock next to the "Confirm" field. Below these fields, there is a note: "Use 8 or more characters with a mix of letters, numbers & symbols". At the bottom left, there is a link "Sign in instead". At the bottom right, there is a blue button labeled "Next". To the right of the form, there is a blue shield icon with a white person silhouette, and below it, a laptop with three icons (a red one with a plus, a green one with a minus, and a red one with a plus) and a red location pin. Below the laptop, the text "One account. All of Google working for you." is displayed. At the bottom of the page, there is a language selector "English (United States)" and links for "Help", "Privacy", and "Terms".

1. Go to the **Google Account Sign-in Page**.
2. Click **Create Account**.
3. Enter you **name**.
4. In the *Username* field, enter a username
5. Enter a **Password**.
6. Click **next**.
7. Add in a **phone number** to verify your account.
8. Click **next**.

NOTE: We recommend a strong password that contains uppercase letters, lowercase letters, numbers and symbols.

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