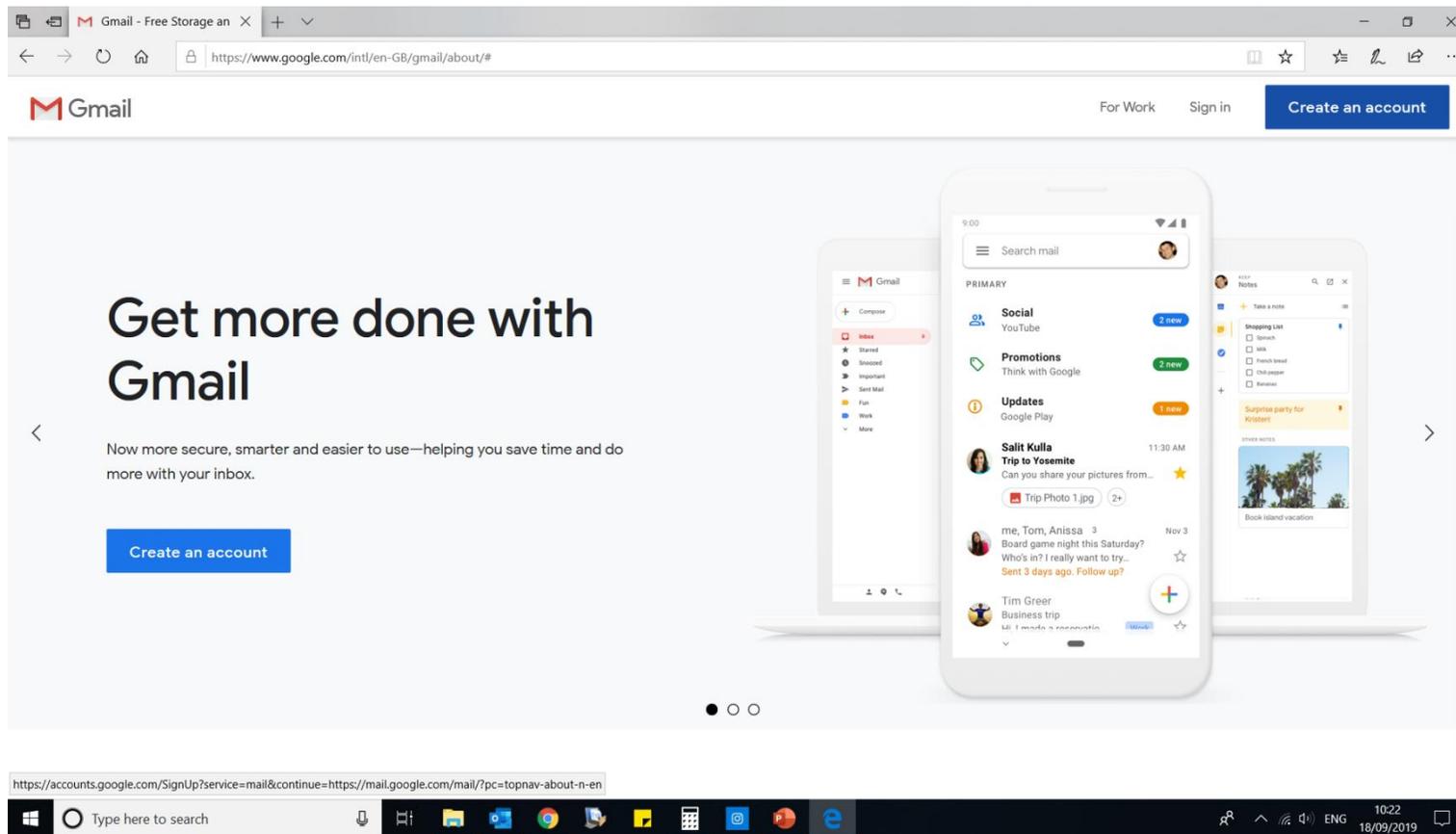


How to set up email account: www.gmail.com

1. Type in: www.gmail.com
2. Click 'create an account'



3. Type in your first name and last name
4. Pick your own email address E.G. techandteasessions@gmail.com
5. Choose your own password – REMEMBER must be strong password
6. Click 'next'

Google

Create your Google Account

Continue to Gmail

First name Last name

Username @gmail.com

You can use letters, numbers & periods

Password Confirm

Use 8 or more characters with a mix of letters, numbers & symbols

[Sign in instead](#) [Next](#)

One account. All of Google working for you.

English (United Kingdom) ▼ [Help](#) [Privacy](#) [Terms](#)



7. You can put your mobile number in, up to you. (normally used for security code, if forgot password etc.)
8. You can choose to put another email address down, if you have one. This mean if you forget password etc. you can send reset link to your other email address.
9. Put in your date of birth and if you want, you can put if you are girl, boy or rather not say.
10. Click 'next'

The screenshot shows the 'Personal details' step of the Google account creation process. The browser address bar shows the URL: <https://accounts.google.com/signup/v2/webpersonaldetails?service=mail&continue=https%3A%2F%2Fmail.google.com%2Fmail%2F%3Fpc%3Dtopnav-about-n-en&flowName=GlifWebSig>. The page features the Google logo and the text 'Welcome to Google' with the email address 'techandteasession@gmail.com'. The form includes a 'Phone number (optional)' field with a UK flag icon, a 'Recovery email address (optional)' field containing 'olivia@access-ambassadors.co.uk', and a 'Your date of birth' section with fields for Day (1), Month (January), and Year (2001). A 'Gender' dropdown menu is set to 'Female'. A blue shield icon with a lock and a red balloon is positioned to the right of the form, with the text 'Your personal info is private and safe' below it. At the bottom of the form, there is a link for 'Why we ask for this information', a 'Back' link, and a blue 'Next' button. The Windows taskbar at the bottom shows the search bar, task view, and various application icons, with the system tray displaying the time as 11:31 on 18/09/2019.



11. This page will show you terms and conditions, this explains where your information goes. Example, if you search for a restaurant on google maps, google will keep this information, most websites and apps have similar terms and conditions.
12. You need to scroll down and click on the boxes to accept and then click 'create account'.

Google

Privacy and Terms

correction models that we use across all of our services.

You're in control
Depending on your account settings, some of this data may be associated with your Google Account and we treat this data as personal information. You can control how we collect and use this data now by clicking 'More Options' below. You can always adjust your controls later or withdraw your consent for the future by visiting My Account (myaccount.google.com).

[MORE OPTIONS](#)

I agree to the Google Terms of Service

I agree to the processing of my information as described above and further explained in the Privacy Policy

[Cancel](#) [Create Account](#)

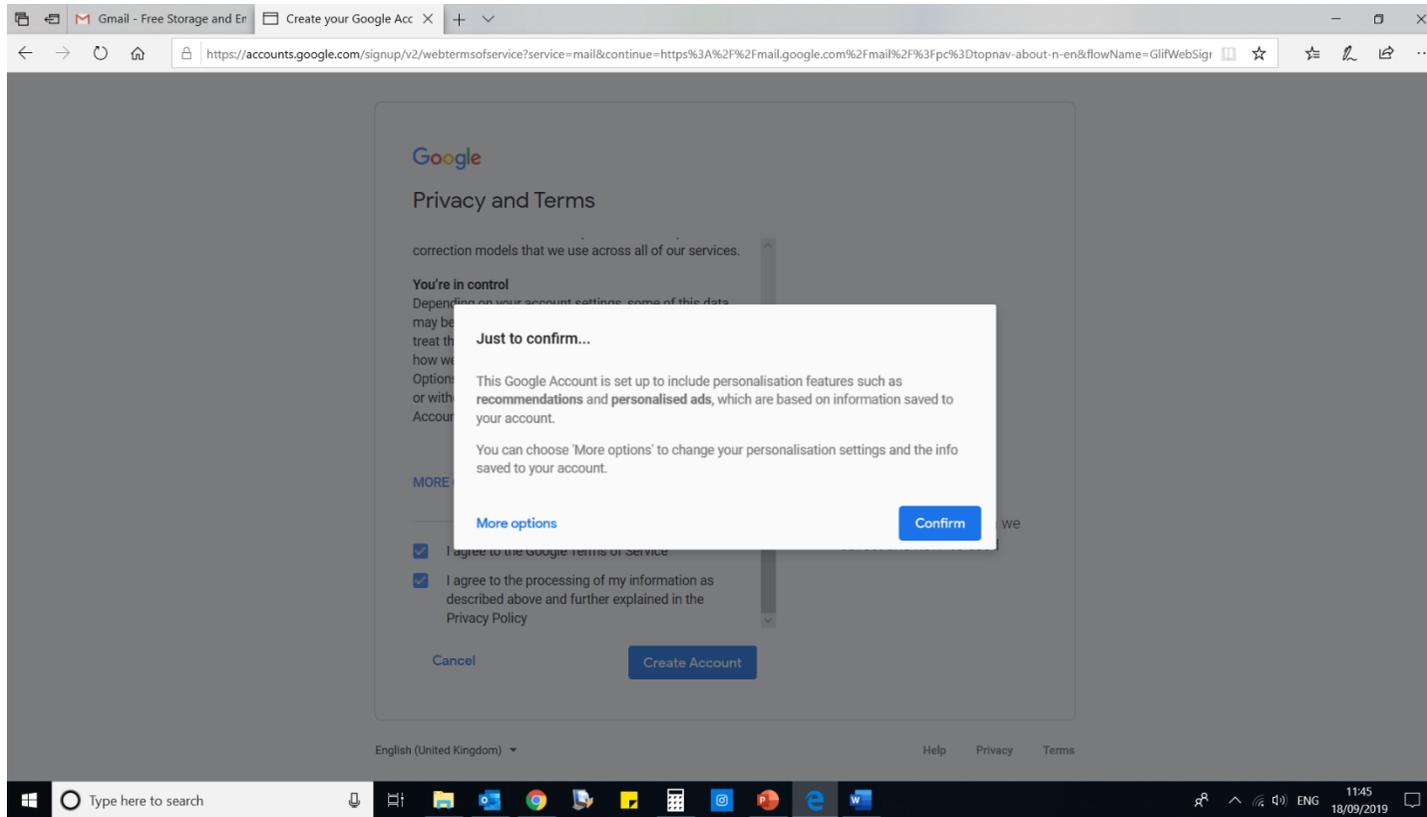
English (United Kingdom) [Help](#) [Privacy](#) [Terms](#)

Type here to search

11:40
18/09/2019

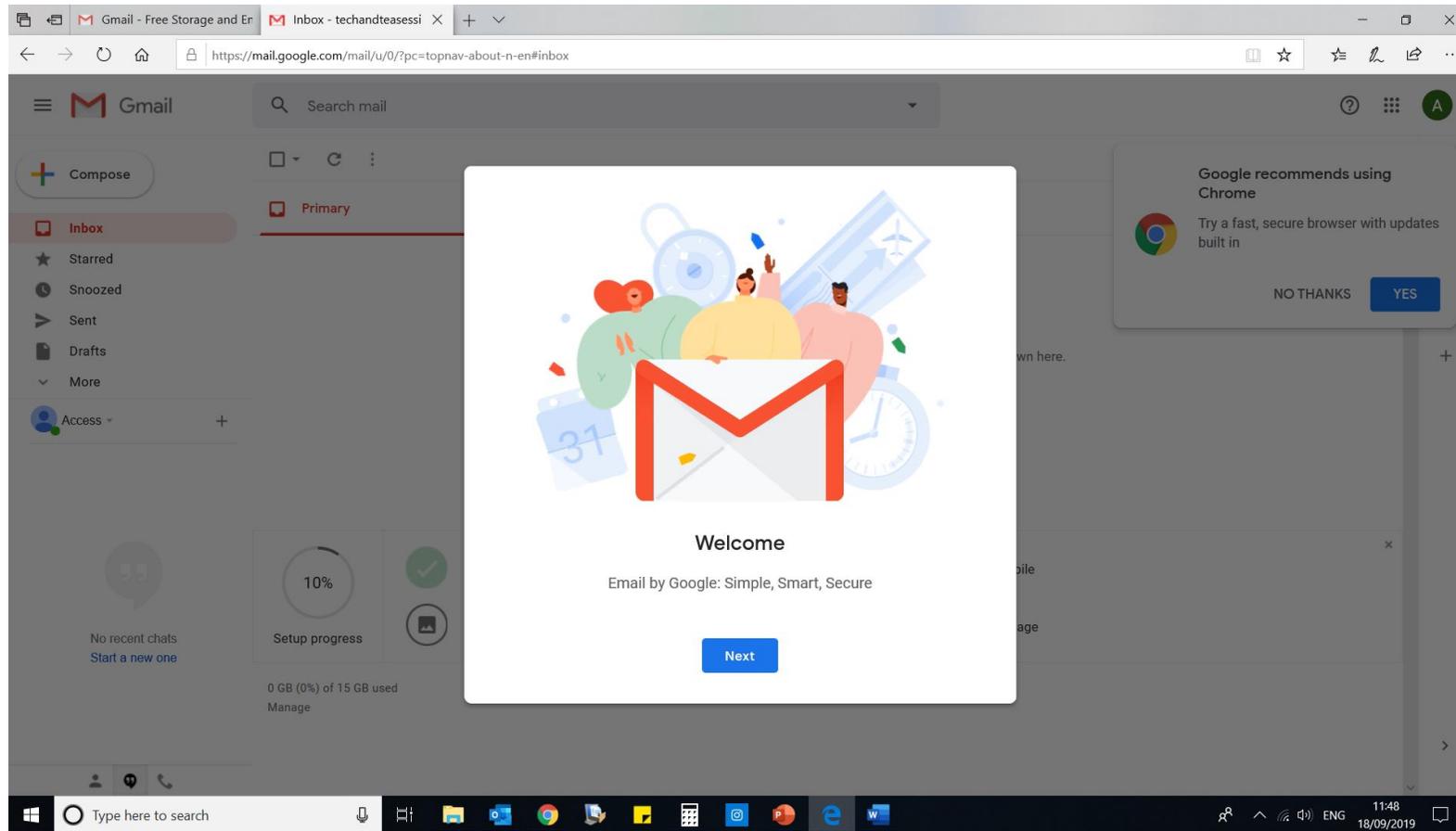


13. This is letting you know that Google will show you adverts that match your interests, if you are happy, click 'confirm'



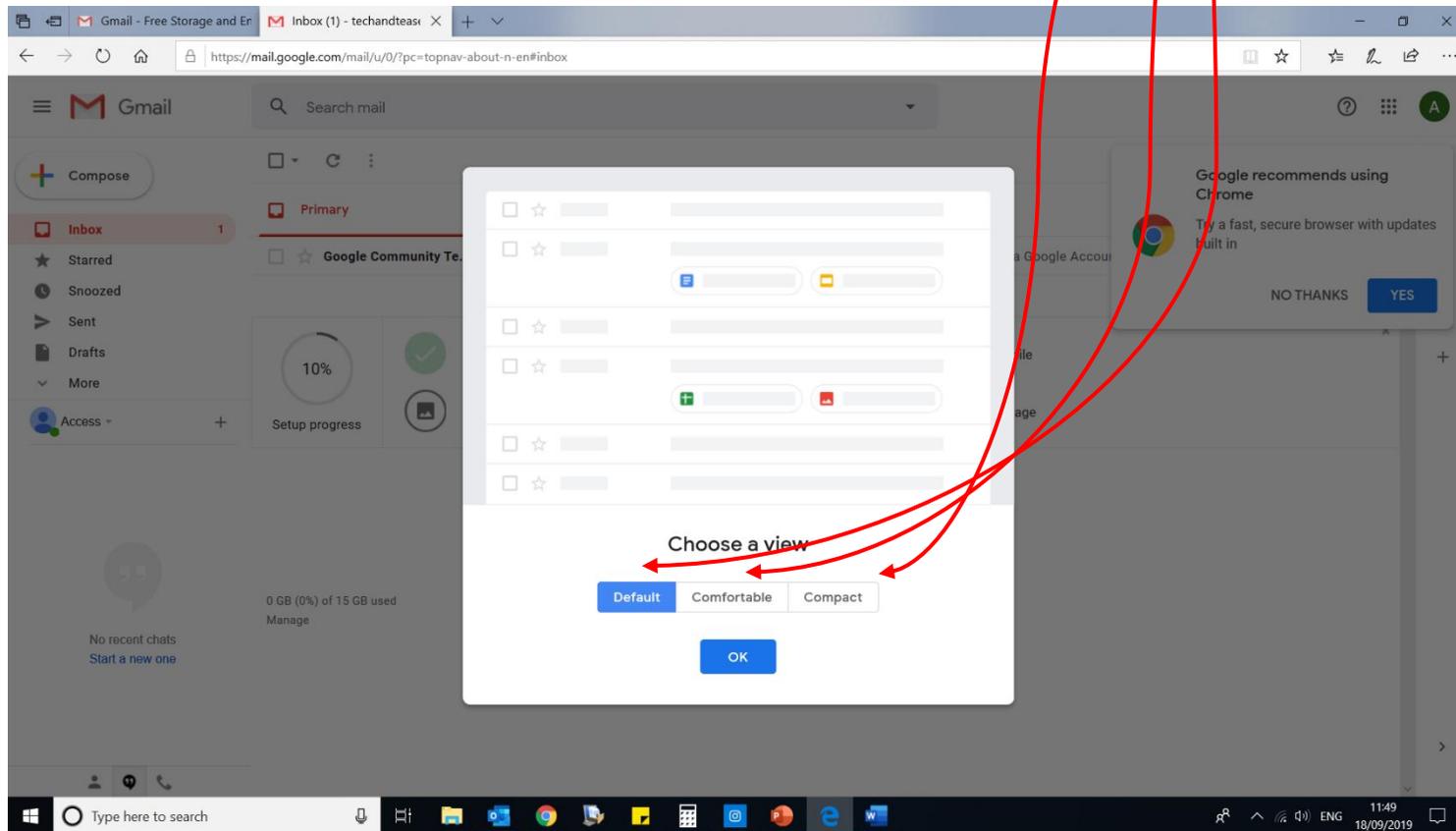
WELCOME TO YOUR EMAIL ACCOUNT!

14. Click 'next'



15. You can choose what your emails will look like on the screen. (click on these to see what they look like)

16. When you have picked one you like, click 'ok'



17. Your email account will look similar to this!

