

How to Create an Email Account in Gmail

Go to <http://www.gmail.com> and click "Create An Account" in the upper right corner.

Enter your name in the boxes provided.

Select a username.

Your username will become your email address. You can use letters, numbers, and periods. For a professional email address, use some combination of your real name.

Gmail will let you know if the username you chose is available. If it's not, Gmail may generate suggestions of available email addresses. You can choose one of these suggestions or keep trying new ones until you find one that is available.

Select a password.

Passwords are case-sensitive. Gmail will provide feedback on the strength of your password.

Strong passwords:

- Are between 8-32 characters.
- Include numbers, letters, symbols (such as ! or \$).
- Do not use your Gmail username, real name, birthday, or any other information easily available.

Choose your username

timothytoo@gmail.com

Someone already has that username. Try another?

Available: timothytoo6

Create a password

...

Confirm your password

Birthday

Month Day Year

Gender

I am...

Mobile phone

Other email address

Prove you're not a robot

11ayst
spear,

Type the two pieces of text:

C ⌂ ⌂

Enter your birthdate and gender.

Security Measures

The following information is optional. Including one or both of these pieces of information allows a forgotten username or password to be emailed to you, or sent to your phone as a text message:

- Enter a mobile phone number **that can receive text messages.**
- Enter an alternate email address, if you have one.

Word Verification (required) proves you are not a computer creating bulk email accounts. Type the letters and numbers as you see them. If the image is difficult to read, click the circle arrow to get a new one.

(Continued)



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Enter your location.

It should already be set to United States, but if not, select United States using the drop-down menu.

Agree to the Terms of Service and Privacy Policy.

Click the box to agree to the Terms of Service and Privacy Policy. Clicking on the corresponding words will allow you to read the policies before you agree.

Choose personalization.

If you would like Gmail to personalize your experience, leave the box checked. If you would prefer more privacy, click the box to remove the checkmark. Clicking the words "About personalization" will give you more information.

Click "Next Step."

Verification.

At this point, you may or may not be asked to verify your account. If you see this screen, choose whether you would like to receive a phone call or a text message. Google will send you a verification code, using the method you selected. Enter your phone number, and click the button labeled "Send verification code." When you receive the code, enter it on the next page.

Location

United States

I agree to the Google [Terms of Service](#) and [Privacy Policy](#)

Google may use my account information to personalize +1s on content and ads on non-Google websites. [About personalization](#).

Next step

Verify your account

You're almost done! We just need to verify your account before you can start using it.

Verification Options

Text Message

Google will send a text message containing a verification code to your mobile phone.

Voice Call

Google will make an automated voice call to your phone with a verification code.

Country

United States

Phone number

Send verification code

Important: Google will never share your number with other companies or use it for marketing purposes.

Add a photo. (optional)

Click the red button if you'd like to add a profile photo. (If not, just click "Next Step.")

You can drag and drop a photo, or browse your computer to select a photo to upload.

ADD PROFILE PHOTO

Drag a photo here

Or, if you prefer...

Select a photo from your computer

Set as profile photo

Next step

Continue to Gmail

When you've selected your photo, click "Set as profile photo." Then, click "Next Step."

Finally, click "Continue to Gmail."

Your Gmail account set-up is complete!



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