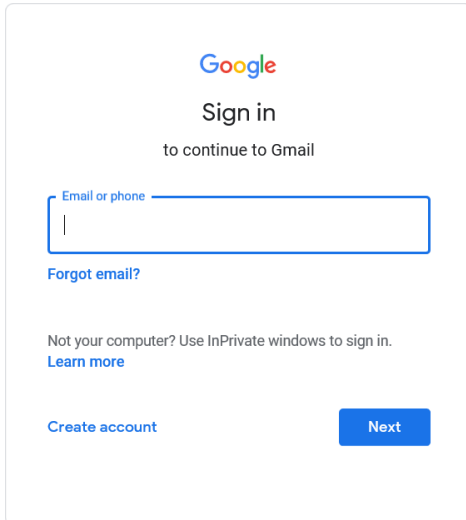


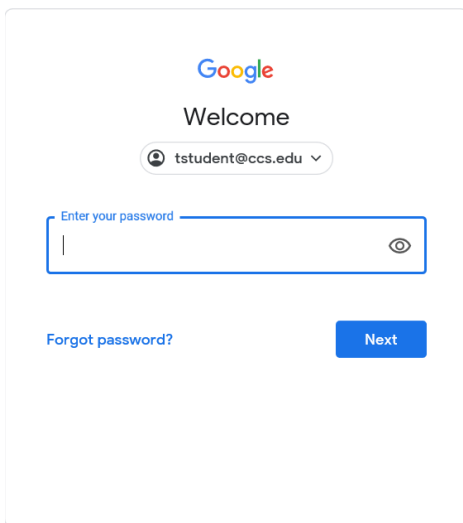
# How to login to your Gmail Account

- 1.) Please click this link: <https://www.google.com/gmail/>



The screenshot shows the Gmail sign-in page. At the top is the Google logo. Below it, the text reads "Sign in to continue to Gmail". There is a text input field labeled "Email or phone" with a cursor inside. Below the field is a link for "Forgot email?". Further down, there is a note: "Not your computer? Use InPrivate windows to sign in." with a link for "Learn more". At the bottom, there are two buttons: "Create account" on the left and "Next" on the right.

- 2.) Enter your email address (example: [33smithj@ccs.edu](mailto:33smithj@ccs.edu)) in the text box
- 3.) Click Next



The screenshot shows the Gmail password entry page. At the top is the Google logo. Below it, the text reads "Welcome". There is a dropdown menu showing the email address "tstudent@ccs.edu". Below the dropdown is a text input field labeled "Enter your password" with a cursor and an eye icon for toggling visibility. Below the field is a link for "Forgot password?". At the bottom, there is a "Next" button.

- 4.) Enter Password in this next text box
- 5.) Click Next
- 6.) You should now be logged into your Gmail Account.

**\*\*Student Email naming conventions are as followed\*\***

Graduating year---Last Name---First Initial of First Name---@ccs.edu

Example: **26(graduating year)smith(last name)j(first initial of first name)@ccs.edu**

**26smithj@ccs.edu**