

GOOGLE ACCOUNT SET-UP DIRECTIONS IF USING **INTERNET EXPLORER** BROWSER

(1) Go to www.rgdrage.org and click Google button on our homepage (right-hand column):



(2) Remove check mark from “Stay signed in box” (at bottom of window).

(3) Log in with school email address (firstname.lastname@student.rgdrage.org)

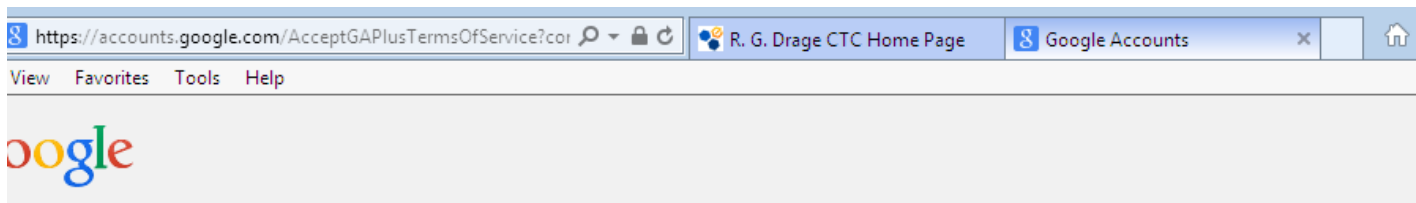
(4) Enter password (Your two initials – first one capitalized + 6-digit pin #; i.e., **Xy123456**)

(5) Click Sign in

A screenshot of the Google sign-in page in an Internet Explorer browser window. The browser's address bar shows the URL: https://accounts.google.com/ServiceLogin?service=CPanel&pa: R. G. Drage CTC Home Page. The page features the Google logo and the text "One account. All of Google." Below this is the heading "Sign in with your Google Account". The sign-in form includes an "Email" field, a "Password" field, a blue "Sign in" button, and a "Stay signed in" checkbox which is currently checked. Red arrows point from text boxes to these elements: "Same as school" points to the email field, "firstname.lastname@student.rgdrage.org" points to the email field, "Sign in" points to the sign-in button, and "Remove checkmark" points to the "Stay signed in" checkbox. At the bottom of the page, there is a "Create an account" link and the text "One Google Account for everything Google" with icons for various Google services.

(6) Click "I Accept" usage agreement box (at bottom of window).

(7) Click "Not for this site" box (at bottom of window).



Welcome to your new account

Welcome to your new account: antonio.elrod@student.rgdrage.org. Your account is compatible with nearly all Google products, but your student.rgdrage.org administrator may decide which products are enabled for your account. For tips about using your new account, visit our [Help Center](#).

Google has made its services available to organizations using Google Apps. In addition to the [core suite](#) of messaging and collaboration applications, you may access many [Google services](#) ("Additional Services") using your antonio.elrod@student.rgdrage.org account. Your student.rgdrage.org administrator determines which Additional Services you may access using your account. For tips about using your new account, visit the Google [Help Center](#).

Please be aware that when you use Google services, your domain administrator will have access to your antonio.elrod@student.rgdrage.org account information, including your email. You can learn more [here](#), or by consulting your domain administrator's privacy policy, if one exists. You can choose to maintain a separate account for your personal use of any Google services, including email. If you have multiple Google accounts, the username that appears at the upper right corner of most Google services will help you ensure that you're using the intended account.

The Additional Services are provided by Google to you under these [terms of service](#) and [privacy policy](#). Certain Additional Services may also have [service-specific terms](#). If your domain administrator enables any of the Additional Services, Google will treat your use of any of the Additional Services as acceptance of the applicable service-specific terms.

Click "Accept" below to indicate that you understand the changes to your account and agree to the [Google Terms of Service](#) and the [Google Privacy Policy](#) for your use of Additional Services.

I accept. Continue to my account.

Cancel

Would you like to store your password for google.com? [Why am I seeing this?](#)

Yes

Not for this site

x