

## 03 Setting up a Gmail Account

### Introduction



Setting up a Gmail account is easy. You will begin by creating a Google Account, and during the quick sign-up process you will choose your Gmail account name. In this lesson, we'll show you how to **set up** your **Google Account for Gmail**.

To create a **Gmail (Google Mail)** address, you'll first need to create a **Google Account**. Gmail will redirect you to the Google Account sign-up page. You'll need to provide some basic information like your **name**, **birth date**, **gender**, and **location**. You will also need to choose a **name** for your new Gmail address.

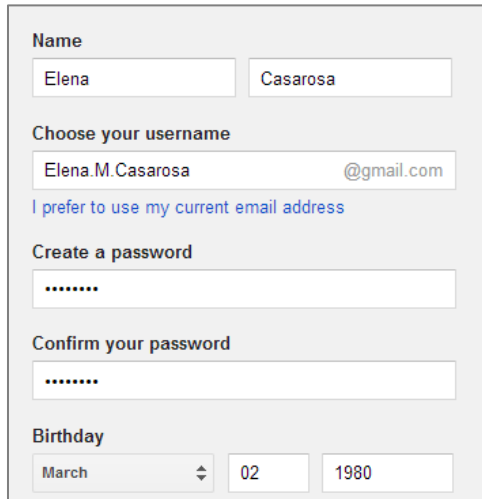
### To create an account:

- Go to [www.gmail.com](http://www.gmail.com).
- Click **create an account**

A screenshot of the Google sign-in page. At the top is a grey profile icon. Below it are two input fields: "Email" and "Password". A blue "Sign in" button is positioned below the password field. Underneath the button are two links: "Stay signed in" (with an unchecked checkbox) and "Need help?". At the bottom of the page, the "Create an account" link is highlighted with a red rectangular box, and a mouse cursor is pointing at it.

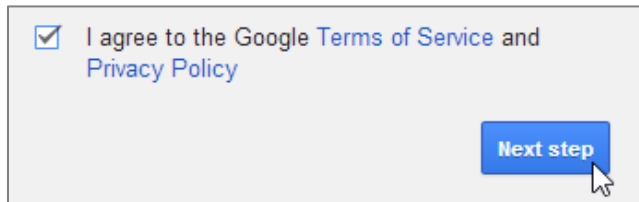
- The **sign-up** form will appear.

- Follow the directions and enter the required information, such as your name, birth date, and gender.



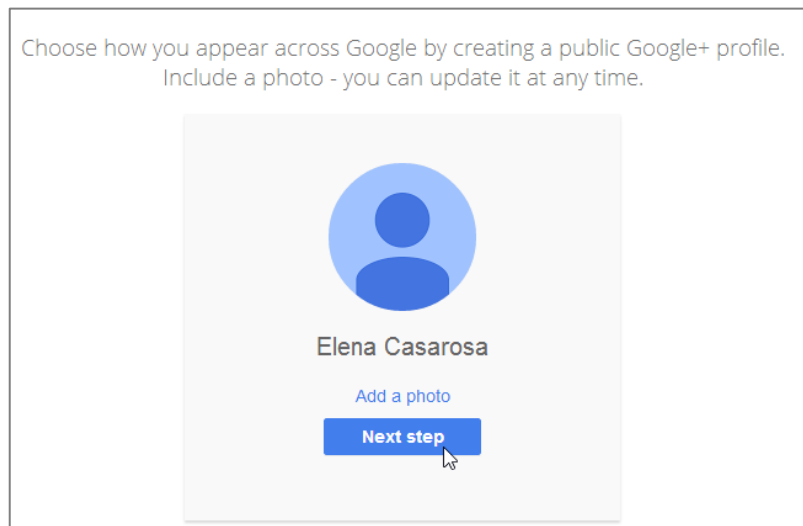
The screenshot shows a form for creating a Gmail account. It includes fields for Name (Elena Casarosa), Choose your username (Elena.M.Casarosa@gmail.com), Create a password, Confirm your password, and Birthday (March 02, 1980). A link "I prefer to use my current email address" is visible below the username field.

- Finally, review Google's **Terms of Service** and **Privacy Policy**, click the checkbox, and then click Next step.



The screenshot shows a checkbox that is checked, with the text "I agree to the Google Terms of Service and Privacy Policy". A blue "Next step" button is located to the right of the checkbox.

- The **Create your profile** page will appear. Click **Add a photo** if you wish to add a photo to your **Google+** profile. If you don't want to set a profile photo at this time, click **Next step**.



The screenshot shows the "Create your profile" page. It features a blue profile picture placeholder, the name "Elena Casarosa", and a blue "Add a photo" link. A blue "Next step" button is located below the "Add a photo" link.

- Your account will be created, and the Google welcome page will appear.

