

PARENT GUIDE TO

Setting Up a Free Email Account in Google or Yahoo

Pages 1 – 4 Steps to Setting Up a Google Email Account Pages 5 – 7 Steps to Setting Up a Yahoo Email Account



Setting Up a Free Email Account in Google (Gmail)	
Action	Screenshot
This brief guide will help you to set up a free email account with Gmail (Google). There are many free email providers you can use but this is one of the most commonly used.	
Start by opening up a web browser on your phone or computer and type in <u>mail.google.com</u> in the address/search bar. Examples of web browsers include Safari, Firefox, Google Chrome, Microsoft Edge.	$ \stackrel{\texttt{O}}{\leftarrow} \operatorname{New Tab} \times + \\ \stackrel{\texttt{C}}{\leftarrow} \rightarrow \operatorname{C}^{\texttt{A}} \qquad $
If there are other people using your computer, you may see other available accounts to choose from. Before you continue, you will need to Sign Out of any other account. Click Use another account .	Google Choose an account Signed out (2) Use another account (2) Use another account (2) Choose an account
Click Create Account. Click Next.	Google Sign in to continue to Gmail Email or phone Forgot email? Not your computer? Use Guest mode to sign in privately. Learn more Create account Next English (United States) • Help Privacy Terms
	Action This brief guide will help you to set up a free email account with Gmail (Google). There are many free email providers you can use but this is one of the most commonly used. Start by opening up a web browser on your phone or computer and type in mail.google.com in the address/search bar. Examples of web browsers include Safari, Firefox, Google Chrome, Microsoft Edge. If there are other people using your computer, you may see other available accounts to choose from. Before you continue, you will need to Sign Out of any other account. Click Use another account.



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4 - Gmail	Select For myself .	
		Create account
		For myself
		To manage my business
		glis ,
5 - Gmail	Enter your First Name and Last Name in the boxes provided. Choose a Username . You may want to choose something <i>unique</i> that includes your first and last name so that people can identify that it is you by looking at your email address. Also, consider choosing a name that is appropriate for communicating with your child's school.	Create your Google Account to continue to Gmail First name Usemane @gmail.com Vase as one setters, numbers & periods Des go more characters with a mix of letters, numbers & semiols Sign in instead Netter
	Choose a Password with 8 or more characters, including letters, numbers and symbols (!,@,?, &, etc.). Write down your password and keep it in a safe location. Confirm your password by typing it in again.	English (United States) • Help Privacy Terms
	Click Next.	
6 - Gmail	You will get a personalized welcome from Google with your new email address listed.	Google , welcome to Google ® 468@gmail.com
	You have the option to add a phone number and recovery email, just in case you ever forget your email password.	Phone number (optional) Well use your number for account security. It wort be visible to others. Recovery email address (optional) Well use it to keep your account secure Month Day Year
	Add your Month, Day and Year of birth and Gender .	Vour birthday Gender ~
	Click Next.	Why we ask for this information
		Back Next
7 - Gmail	Read the Terms and Service and if you are	
_	comfortable, click I agree at the bottom of the page.	lagree



	JOINTI Y SERVICES	
8 - Gmail	Next, sign in with the email and password you created in Step 5. Click Next .	Create account Create account Regularh (United States) • Hi L: @ Z458@gmail.com • To continue, first verify it's you Enter your password? Next
9 - Gmail	If you didn't enter a recovery phone number or recovery email in Step 6, you will be asked to enter one again. You can Confirm to leave your account as it is or you can Update to enter a phone number and recovery email. These features are important if you ever get locked out of your account because you cannot remember your password.	Google Protect your account Constant in the set of your account of your account or if we notice suspicious activity Recovery phone number No phone number No phone number No procovery email UPDATE

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10 - Gmail	Congratulations! You now have an email account.	
	Click Next.	
		Engineering and a second a
11 - Gmail	Choose a view. If you are unsure about which to choose, select Default . You can always change at another time.	
	Click OK .	
		Choose a view Default Comfortable Compact
		ок
	ratulations on opening your email account! For your fi ment to someone you care about – a family member, principal.	rst email, consider writing a note of
	ment to someone you care about – a family member, l	rst email, consider writing a note of
encourage	ment to someone you care about – a family member, principal. To write an email, select Compose in the upper left	rst email, consider writing a note of loved one, or even your child's teacher or
encourage 12 - Gmail	ment to someone you care about – a family member, principal. To write an email, select Compose in the upper left corner. Type in the email address of the person you want to	rst email, consider writing a note of loved one, or even your child's teacher or
encourage 12 - Gmail	 ment to someone you care about – a family member, principal. To write an email, select Compose in the upper left corner. Type in the email address of the person you want to send the message to on the To line. The Subject is usually a summary of what your email is about, ex. Missing Assignment, IEP Meeting, 	rst email, consider writing a note of loved one, or even your child's teacher or



Setting Up a Free Email in Yahoo

Change	Setting Up a Free Email in	
Steps	Action	Screenshot
	This brief guide will help you to set up a free email account with Yahoo. There are many free email providers you can use but this is one of the most commonly used.	
1 – Yahoo	Start by opening up a web browser on your phone or computer and type in <u>mail.yahoo.com</u> in the address/search bar. Examples of web browsers include Safari, Firefox, Google Chrome, Microsoft Edge.	ychoo!
2 – Yahoo	Click on Create an account .	ychoo. Sign in to Yahoo Mail using your Yahoo account
		Username, email, or mobile Next ✓ Stay signed in Forgot username? Create an account
3 – Yahoo	Enter your First name , Last name and the Email address you would like to use.	
	Choose a Email address . You may want to choose something <i>unique</i> that includes your first and last name so that people can identify that it is you by looking at your email address. Also, consider choosing a name that is appropriate for communicating with your child's school. Choose a Password with letters, numbers and symbols (!,@,?, &, etc.). Write down your password and keen it in a safe location	Sign up for Yahoo Mail Create a Yahoo email address First name Last name Email address @yahoo.com Iwant to use my current email address Password +1 Mobile phone number Birth Month Day Year Gender (optional) By clicking "Continue", you agree to the Terms and Privacy Policy
	and keep it in a safe location. Enter a Mobile phone number so Yahoo can send you a verification code for this email account.	Continue Already have an account? Sign in

This user aid serves the purpose of assisting families and does not mean the Los Angeles Unified is directly promoting or sponsoring its use.



	Enter your Birth Month , Day , and Year . You may also enter your Gender .	
	Click Continue .	
4 – Yahoo	You can choose to have a verification code texted to you or to receive a call with a code.	Verify your phone number
	Make your selection and click Text me a verification code or Call me with a verification code.	+1 = (323)
	Enter the code you receive.	We will send a verification code to
		Message and data rates may apply
		Text me a verification code
		or
		Call me with a verification code
5 – Yahoo	Click Continue to move on.	
		(\checkmark)
		\smile
		Congratulations!
		@yahoo.com
		You can use this email address to access
		everything Yahoo
		Continue
		Do not sell my personal information D



6 – Yahoo	Your new Yahoo email account is now set up.		
Congratulations on opening your email account! For your first email, consider writing a note of encouragement to someone you care about – a family member, loved one, or even your child's teacher or principal.			
7 - Yahoo	To write an email, click on Compose . It is located in the upper left corner.	Compose	
8 - Yahoo	Type in the email address of the person you want to send the message to on the To line.	b cc/rec Saljest	
	The Subject is usually a summary of what your email is about, ex. Missing Assignment, IEP Meeting, Encouragement.	G	
	Write your message in the box under Subject. When you are finished, click Send .	<u>~</u> % ⊡ ₽ @ ∞ B <i>I</i> ♣ A … =	