# First-Time Setup

## Google Apps for Education for Students

## Login

1. In a web browser like Google Chrome or Internet Explorer, go to **http://google.com.** *We recommend using Google Chrome.*

2. Click **Sign In** at the top right.

3. In the field, type your Georgetown ISD student email address:
   *YourComputerUsername@students.georgetownisd.org*

4. Click the blue **Next** button.

5. Enter your **computer password**.

   **Do not** check the **Keep me signed in** box if you are using a shared device such as a school computer or school iPad.

6. Click the **Sign in** button.
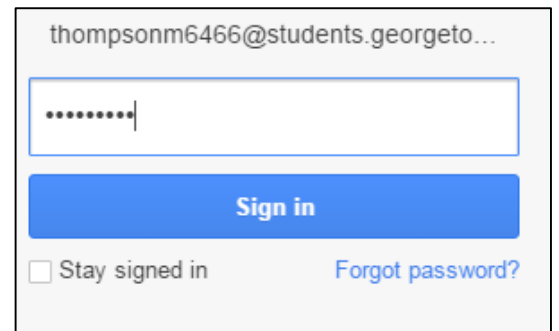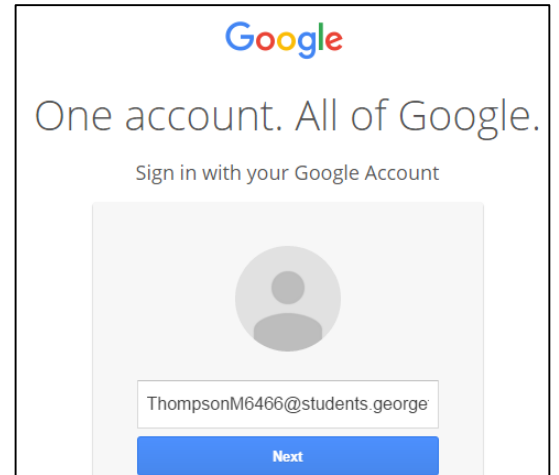
## Accept the Google Apps for Education Terms

7. Click the blue **I accept. Continue to my account** button.

**Welcome to your new account**

Welcome to your new account: thompsonm6466@students.georgetownisd.org. Your account is compatible with many Google services, but your students.georgetownisd.org administrator decides which services you may access using your account. For tips about using your new account, visit the Google Help Center.

When you use Google services, your domain administrator will have access to your thompsonm6466@students.georgetownisd.org account information, including any data you store with this account in Google services. You can learn more here, or by consulting your organization'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, you can manage which account you use with Google services and switch between them whenever you choose. Your username and profile picture can help you ensure that you're using the intended account.

If your organization provides you access to the Google Apps core suite of messaging and collaboration applications, your use of those services is governed by your organization's Google Apps agreement. Any other Google services your administrator enables ("Additional Services") are available to you under the Google Terms of Service and the Google Privacy Policy. Certain Additional Services may also have service-specific terms. Your use of any services your administrator allows you to access constitutes acceptance of applicable service-specific terms.

Click "Accept" below to indicate that you understand this description of how your thompsonm6466@students.georgetownisd.org account works and agree to the Google Terms of Service and the Google Privacy Policy.

I accept. Continue to my account.    Cancel

## Welcome to Google Apps for Education

1. If this is the first time in your GISD Google Apps for Education account, you will see prompts.

2. Click the **blue arrow** to advance through the welcome announcements.
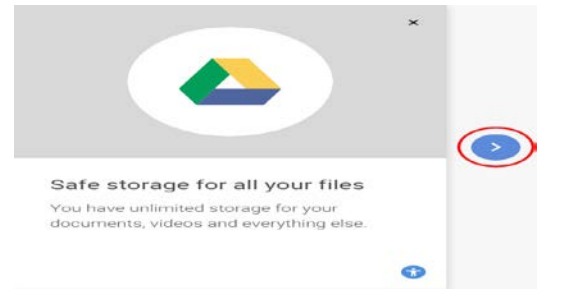


3. To access the apps you have available in your Google Apps for Education (GAFE) account, click the App Launcher. ⠿

   o Use **Docs** to type a document.
   o Use **Calendar** to keep your important dates up-to-date.
   o Use **Slides** to create a presentation.
   o Use **Sheets** to create a spreadsheet.

4. Click **More** to see additional apps available in your Google Apps for Education account such as **YouTube, Translate** and **Classroom.**