



The
Frederick
Gunn
School

STEP 1: LOG IN TO CHROME

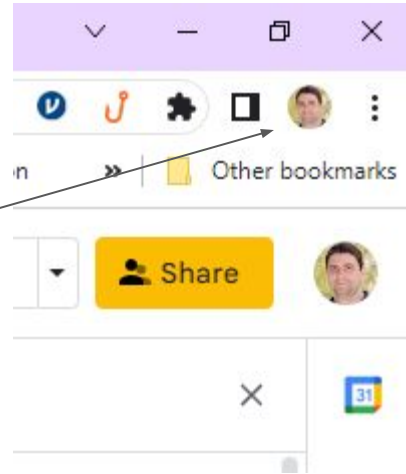
SCHOOL YEAR 2023-24

STEP 1: HOW TO CREATE A NEW CHROME USER ACCOUNT

You will be creating a Chrome user account based on your FGS email address.

This is required to access all school network resources, such as email, files, calendar, printing, and Wi-Fi.

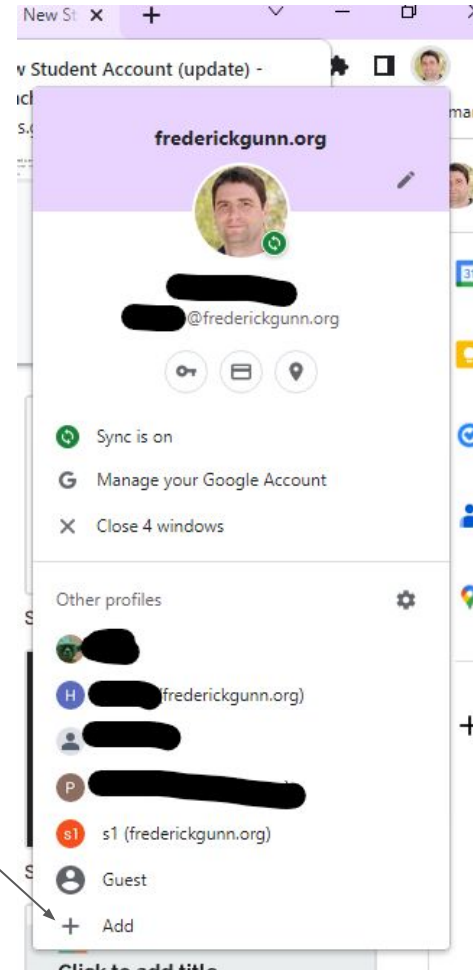
First: click the picture in the upper right corner.



STEP 2: CREATING THE NEW ACCOUNT

You should see something like the image shown here.

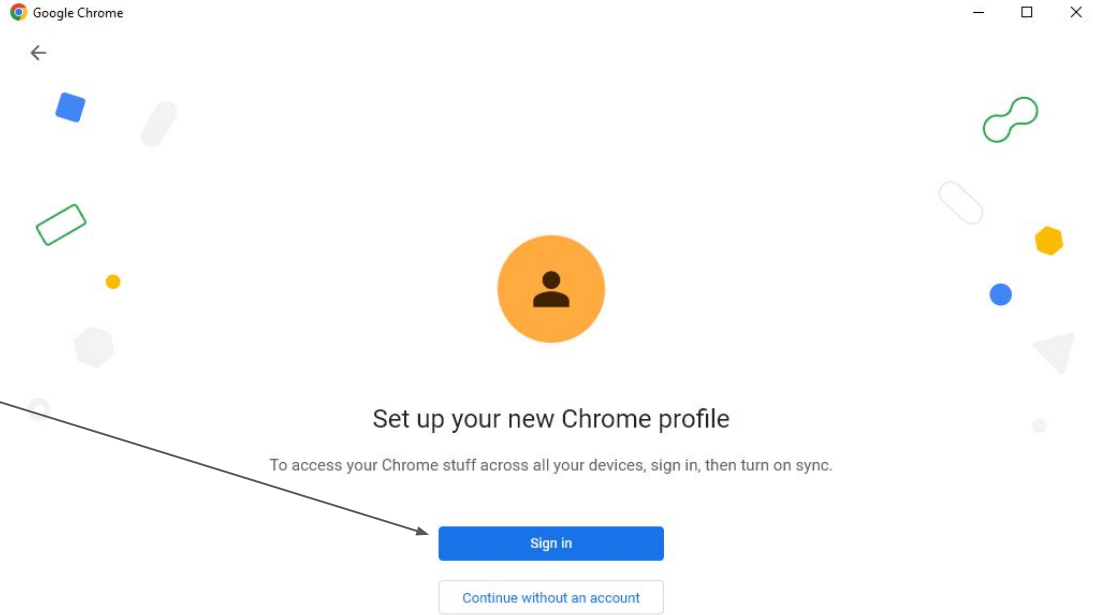
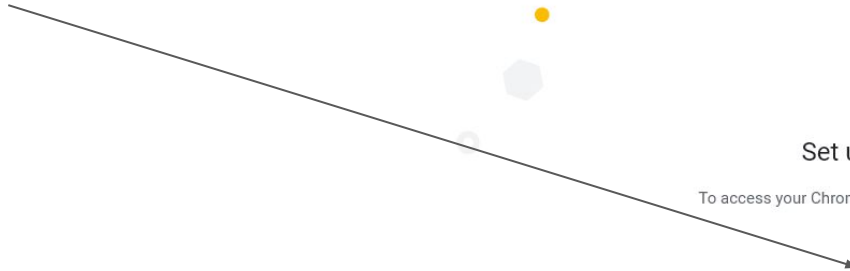
Click the **+ Add** button



STEP 3: SIGNING IN

Now you should see this screen.

Click **Sign in**.

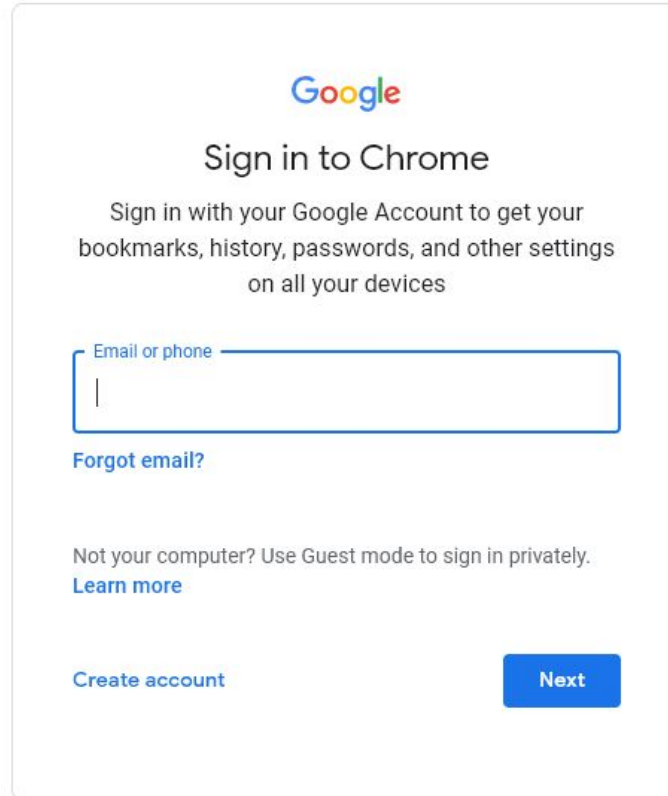


STEP 4: SIGNING IN

On this screen, enter your FGS email address:

<username>@frederickgunn.org

You should have received this email address and an initial password via email.



Google

Sign in to Chrome

Sign in with your Google Account to get your bookmarks, history, passwords, and other settings on all your devices

Email or phone

[Forgot email?](#)

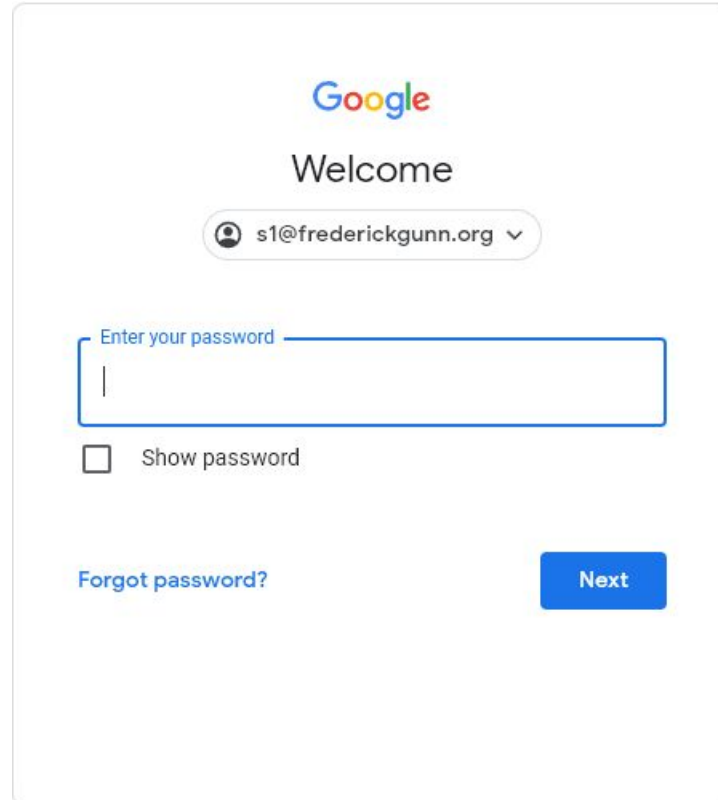
Not your computer? Use Guest mode to sign in privately.
[Learn more](#)

[Create account](#) [Next](#)

STEP 5: ENTER YOUR PASSWORD

On this screen, enter the password you received via email.

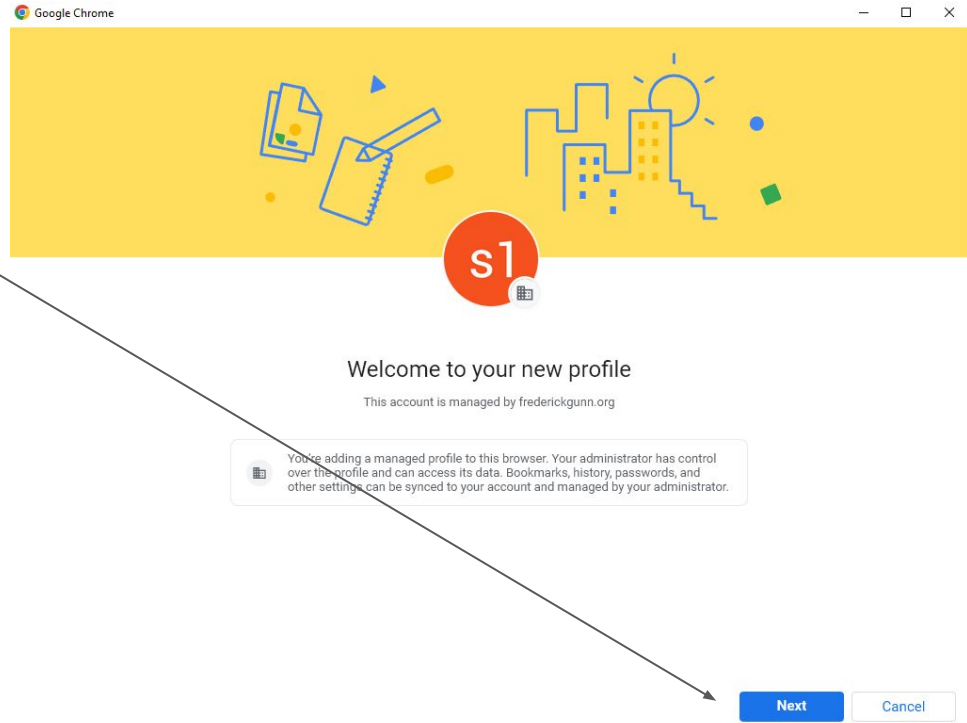
Note: if this is not your first time logging in, you may also see a screen asking you to enter a verification code texted to you.



The screenshot shows a Google login interface. At the top is the Google logo. Below it is the word "Welcome". Underneath is a dropdown menu showing the email address "s1@frederickgunn.org" with a downward arrow. Below the email is a password input field with the placeholder text "Enter your password" and a vertical cursor. Below the input field is a checkbox labeled "Show password". At the bottom left is a link "Forgot password?". At the bottom right is a blue button labeled "Next".

STEP 6

On this screen, click **NEXT**.

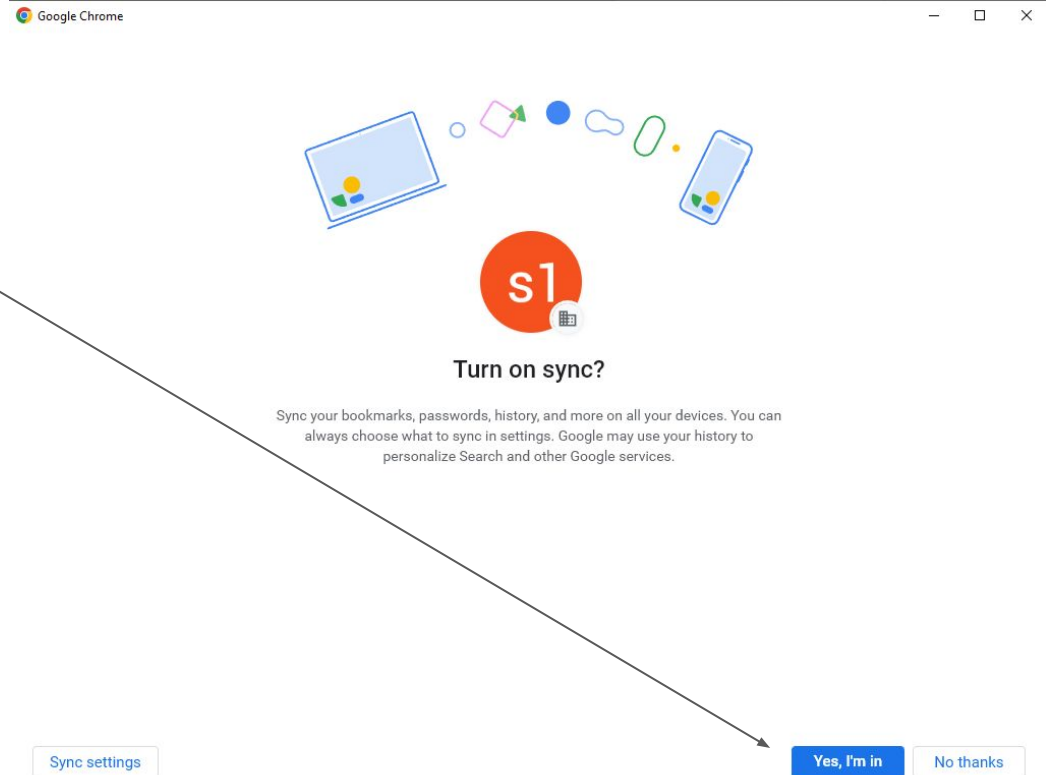


STEP 7: TURN ON SYNC

When asked to Turn on Sync — click the **Yes, I'm in** button.

If you do not see this page, click your picture in the upper right corner and select 'Turn On Sync'

Allowing sync means your saved passwords, bookmarks, and other information will be easily accessible if you sign in on a different device.



ALL SET!

Now Chrome will open a new window under your FGS account. If you click the image in the corner, you will be able to switch between different Google accounts.

