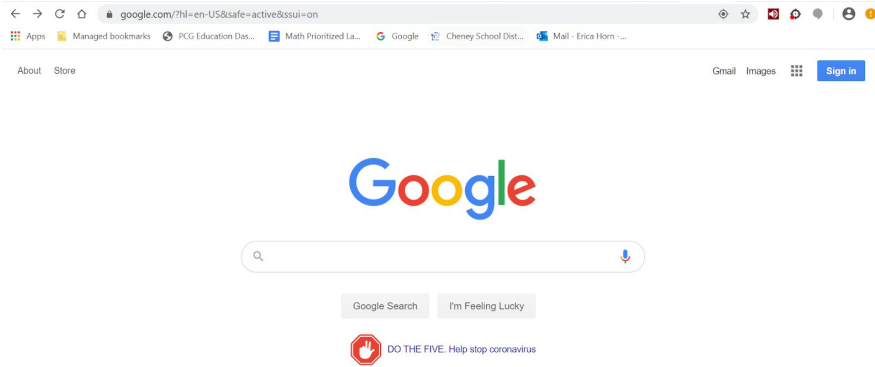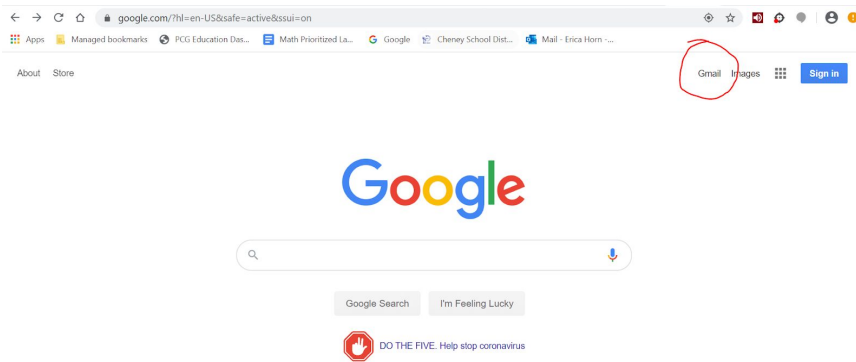This is a tutorial document to help students log in to their school email accounts from home. Updates will be sent through email and Google Classroom often, so we ask that students check both their email and Google Classrooms daily.
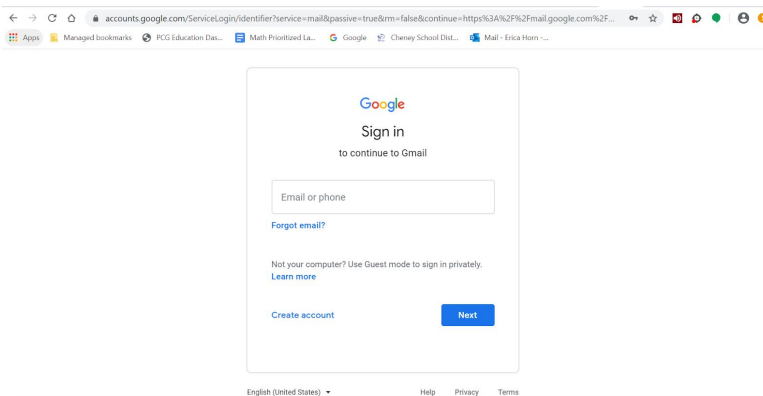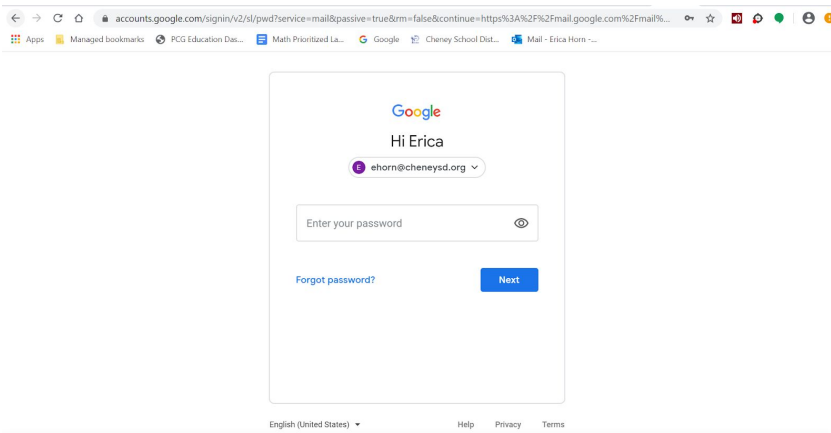
1. Open Google

2. In the top right corner, click "Gmail". If that does not work, go to gmail.com

3. It should bring you to a sign-in screen. Your student email will either automatically be there, or you will need to type it in. Remember, your student email is your student ID number. So it will look something like this: 1234567@students.cheneysd.org

4. Next, it will bring you to a password page. Type in your password, which should be your birth date. If that does not work, you can click "Forgot Password" and follow the steps to get a new password.

5. Congratulations! Please check your email daily. We will continue emailing you updates and you can get notifications from your Google Classroom classes there as well.