

CREATE A GOOGLE ACCOUNT

USING YOUR CURRENT EMAIL
(any email that does not end in @gmail.com)

Step 1

Find out what
kind of email
account you
have.

Look at your email address.

If your email address ends like “@gmail.com,” you have a Google account. You do not need to create another one.

If your email address ends like “@yahoo.com,” “@hotmail.com,” “@comcast.net,” or as anything else you need to create a Google account using your current address.

Step 2

OPEN A BROWSER

You can use any browser you wish.

Here are some that are the most used:



Step 3

OPEN GOOGLE ACCOUNTS

Type

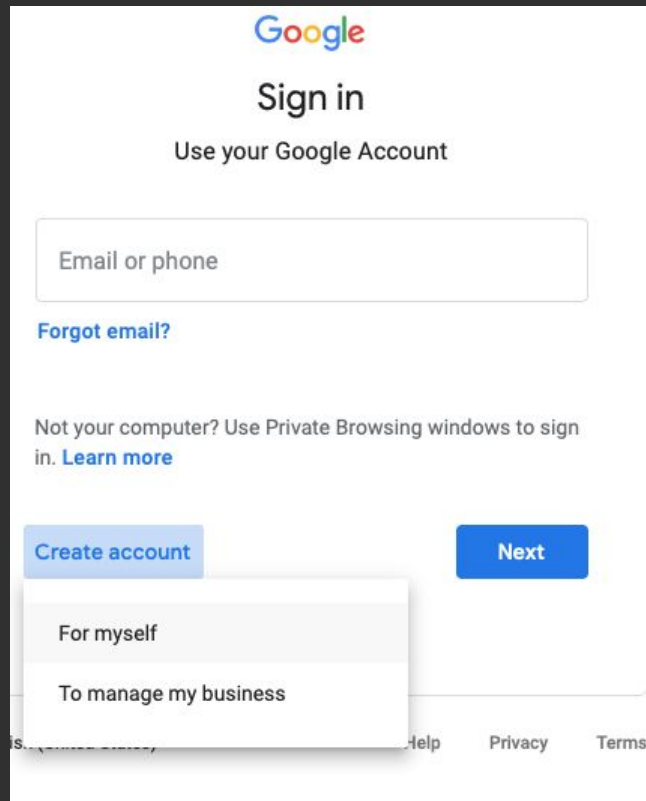
Accounts.google.com in the
address bar



Step 4

Create account / For Myself

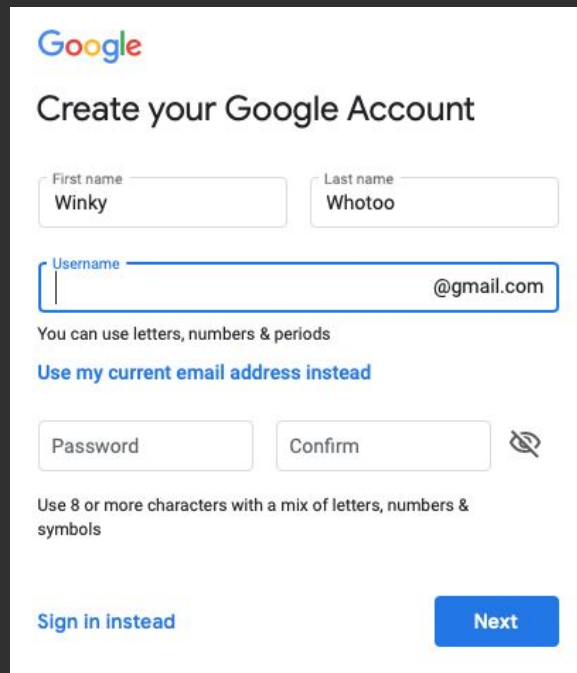
Select
“Create account”



Step 5

Type your name

Type your first and last name



The screenshot shows the Google Account creation interface. At the top is the Google logo. Below it is the heading 'Create your Google Account'. There are two input fields: 'First name' with the text 'Winky' and 'Last name' with the text 'Whotoo'. Below these is a 'Username' field with a cursor and '@gmail.com' to its right. A note says 'You can use letters, numbers & periods'. There is a link 'Use my current email address instead'. Below that are 'Password' and 'Confirm' fields with an eye icon to the right. A note says 'Use 8 or more characters with a mix of letters, numbers & symbols'. At the bottom left is a link 'Sign in instead' and at the bottom right is a blue 'Next' button.

Google

Create your Google Account

First name


Last name

Username @gmail.com

You can use letters, numbers & periods

[Use my current email address instead](#)

Password

Confirm 

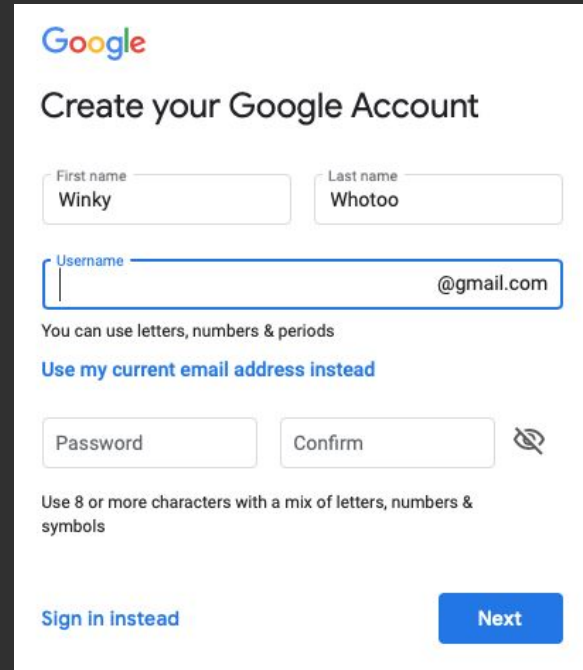
Use 8 or more characters with a mix of letters, numbers & symbols

[Sign in instead](#)

Step 6

Select
“Use my current
email address
instead”

You may see suggestions to
create a Gmail - ignore them.



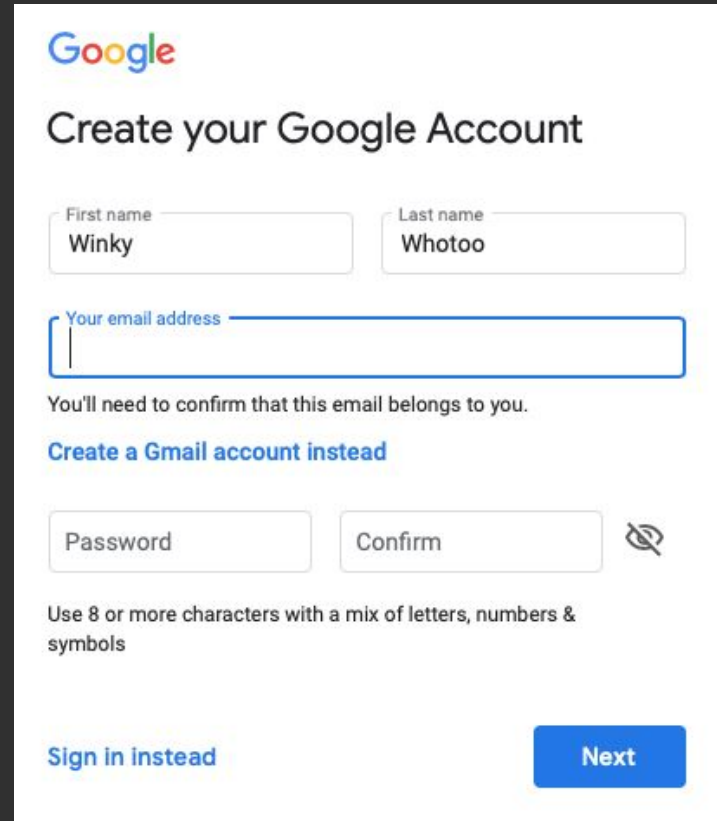
The screenshot shows the Google Account creation interface. At the top is the Google logo. Below it is the heading "Create your Google Account". There are two input fields for "First name" (containing "Winky") and "Last name" (containing "Whotoo"). Below these is a "Username" field with a cursor and "@gmail.com" to its right. A note states "You can use letters, numbers & periods". A blue link "Use my current email address instead" is highlighted. Below are "Password" and "Confirm" fields with a visibility icon. A note at the bottom says "Use 8 or more characters with a mix of letters, numbers & symbols". At the bottom left is a link "Sign in instead" and at the bottom right is a blue "Next" button.

Step 7

Type in your
current email
address

Examples: @yahoo.com,
@hotmail.com, @verizon.com,
@comcast.com, @mail.com

The address you type must not end in
@gmail.com OR belong to a school.



The screenshot shows the Google Account creation interface. At the top is the Google logo. Below it is the heading "Create your Google Account". There are two input fields for "First name" (containing "Winky") and "Last name" (containing "Whotoo"). A larger input field for "Your email address" is highlighted with a blue border and contains a vertical cursor. Below this field is the text "You'll need to confirm that this email belongs to you." and a link "Create a Gmail account instead". There are two input fields for "Password" and "Confirm", with a small icon to the right of the "Confirm" field. Below these fields is the text "Use 8 or more characters with a mix of letters, numbers & symbols". At the bottom left is a link "Sign in instead" and at the bottom right is a blue button labeled "Next".

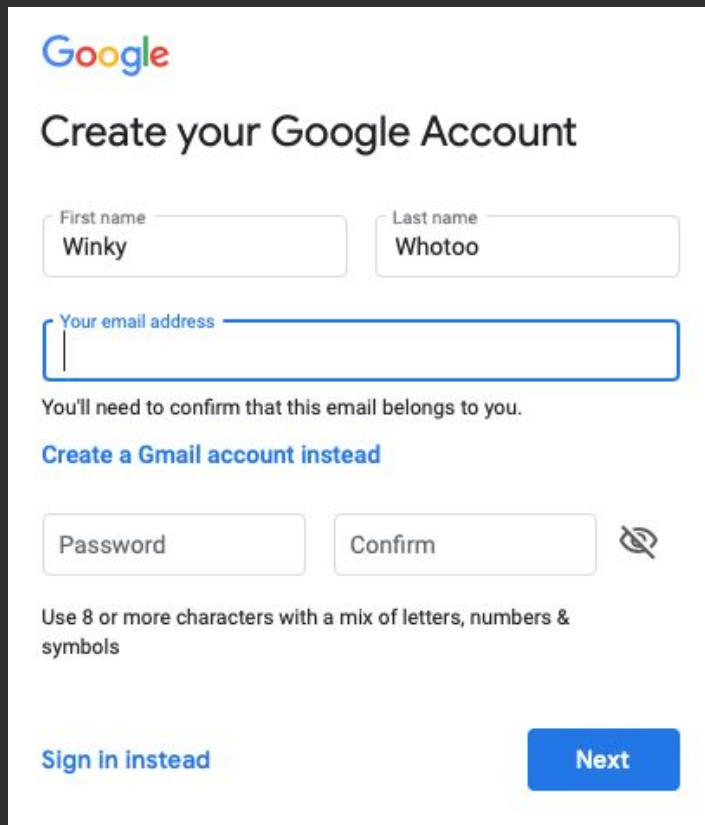
Step 8

Type in a password
you will remember,
then
select **Next**

HINT:

Make it the password the same as the one you use for your email.

Type in your email password so you will not forget it.



The screenshot shows the Google Account creation interface. At the top is the Google logo. Below it is the heading "Create your Google Account". There are two input fields for "First name" (containing "Winky") and "Last name" (containing "Whotoo"). Below these is a larger input field for "Your email address" which is currently empty. Underneath the email field is the text "You'll need to confirm that this email belongs to you." and a link "Create a Gmail account instead". At the bottom of the form are two input fields for "Password" and "Confirm", with a small eye icon to the right of the "Confirm" field. Below the password fields is the text "Use 8 or more characters with a mix of letters, numbers & symbols". At the very bottom, there is a link "Sign in instead" on the left and a blue button labeled "Next" on the right.

Step 9

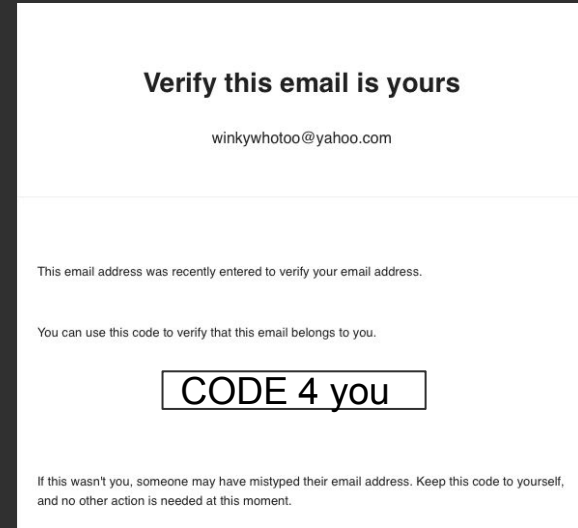
GOOGLE WILL SEND YOU
A MESSAGE WITH A CODE.

LEAVE THE GOOGLE
WINDOW OPEN THEN,

OPEN YOUR EMAIL
and FIND THE CODE.

Open your email and open the message Google sent you - the code will only work for you one time.

Write down or remember the code for the next step.

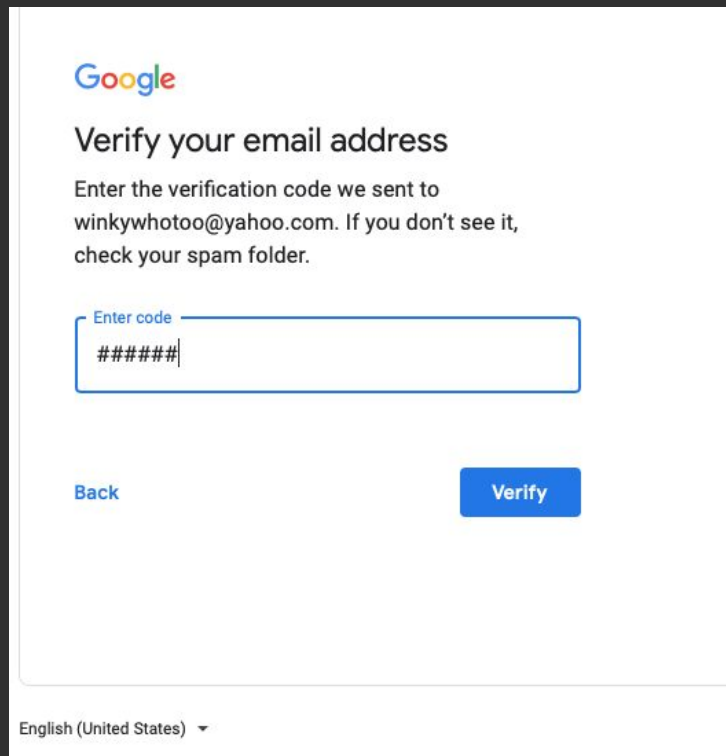


Step 10

Go back to Google

TYPE IN THE CODE
GOOGLE SENT YOU
and select **VERIFY**

Type the exact code that Google sent you.



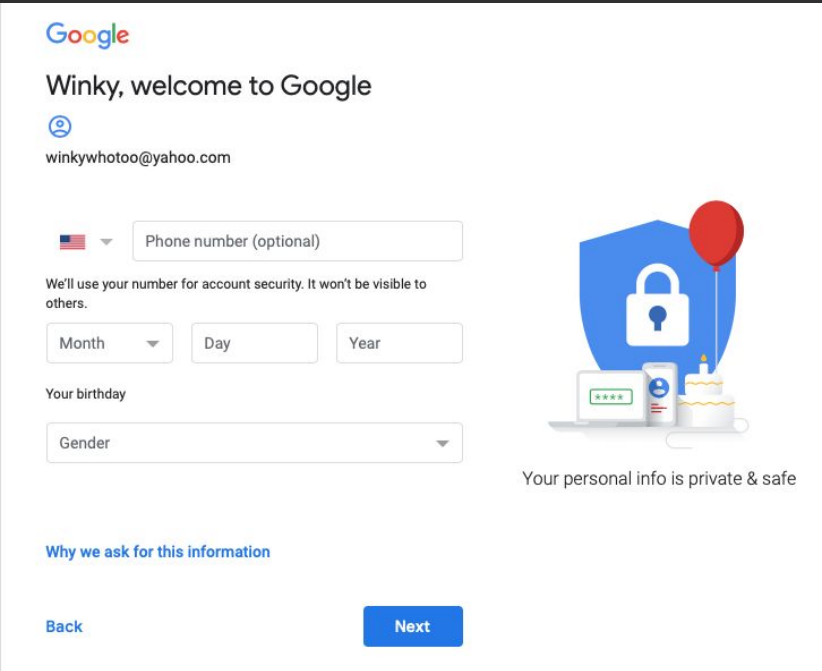
The screenshot shows a Google verification page. At the top left is the Google logo. Below it is the heading "Verify your email address". Underneath, there is a paragraph of text: "Enter the verification code we sent to winkywordoo@yahoo.com. If you don't see it, check your spam folder." Below this text is a text input field with a blue border. The placeholder text "Enter code" is visible at the top left of the field, and the content "#####|" is inside. Below the input field are two buttons: a "Back" button on the left and a "Verify" button on the right. At the bottom of the page, there is a language selector dropdown menu showing "English (United States)" with a downward arrow.

Step 11

Type in your birth date and your gender (male, female, prefer not to say)

You do NOT have to enter your phone number - do that another time.

If you type in your phone number, Google will send you a TXT message with another code. Do this later.



The screenshot shows the Google account creation interface. At the top, the Google logo is followed by the text "Winky, welcome to Google". Below this is a profile icon and the email address "winkywhotoo@yahoo.com". There is a field for "Phone number (optional)" with a US flag dropdown. A note states: "We'll use your number for account security. It won't be visible to others." Below the phone field are three fields for "Your birthday": "Month", "Day", and "Year". There is also a "Gender" dropdown menu. On the right side, there is an illustration of a blue shield with a white padlock, a red balloon, a laptop, a smartphone, and a birthday cake. Below the illustration, the text reads "Your personal info is private & safe". At the bottom left, there is a "Back" link. At the bottom right, there is a blue "Next" button. A link "Why we ask for this information" is located above the "Next" button.

Step 12

PRIVACY and TERMS

SCROLL DOWN until
you see “I agree.”

SELECT **I agree**

You are agreeing to use Google responsibly.



Privacy and Terms

To create a Google Account, you'll need to agree to the [Terms of Service](#) below.

In addition, when you create an account, we process your information as described in our [Privacy Policy](#), including these key points:

Data we process when you use Google

- When you set up a Google Account, we store information you give us like your name, email address, and telephone number.
- When you use Google services to do things like write a message in Gmail or comment on a YouTube video, we store the information you create.
- When you search for a restaurant on Google Maps or watch a video on YouTube, for example, we process information about that activity – including information like the video you watched, device IDs, IP addresses, cookie data, and location.
- We also process the kinds of information described above when you use apps or sites that use Google

[Cancel](#)

[I agree](#)

Step 13

**YOU NOW HAVE A
GOOGLE ACCOUNT
THAT USES YOUR
CURRENT EMAIL**

The page that appears is your new account page.



Step 14

WHEN YOU SIGN IN
to use Google tools
you will use your
current email address.

You cannot use Gmail.

You can sign into all Google tools now
using your current email address.

