

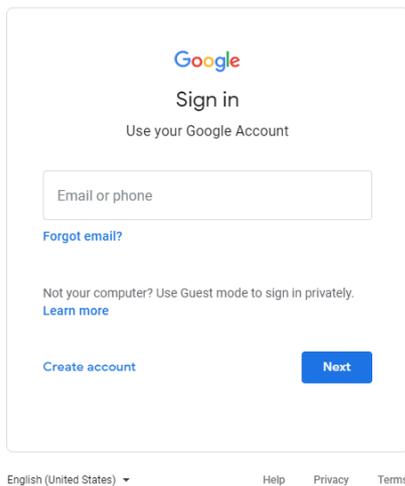
How to login to Google/Google Mail/Classroom/Meet

You will need to login/Set up your Google account – once set up this will allow you to access the Google apps

Open browser –Google Chrome, if you don't have this type Google Chrome into your search bar and download it.

Enter the email address provided by school *****@olsjschool.net

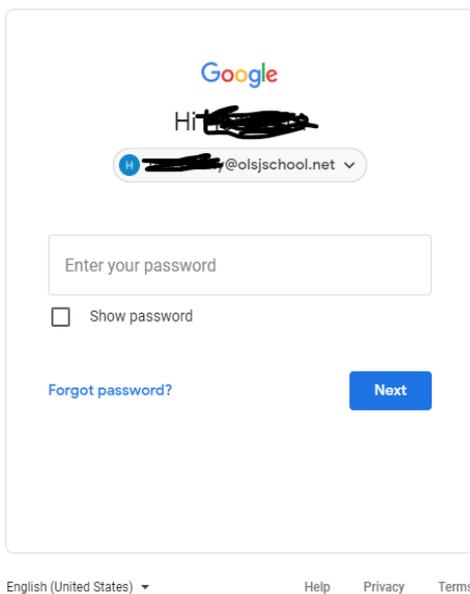
Click Next



The screenshot shows the Google sign-in interface. At the top is the Google logo, followed by the text "Sign in" and "Use your Google Account". Below this is a text input field labeled "Email or phone". To the left of the field is a link for "Forgot email?". Below the field is a note: "Not your computer? Use Guest mode to sign in privately." with a "Learn more" link. At the bottom left is a "Create account" link, and at the bottom right is a blue "Next" button. At the very bottom, there is a language selector set to "English (United States)" and links for "Help", "Privacy", and "Terms".

Enter Password provided by the school

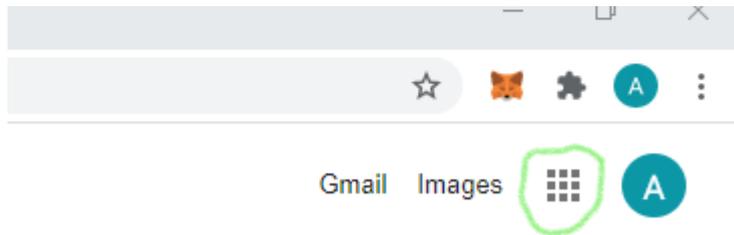
Click Next



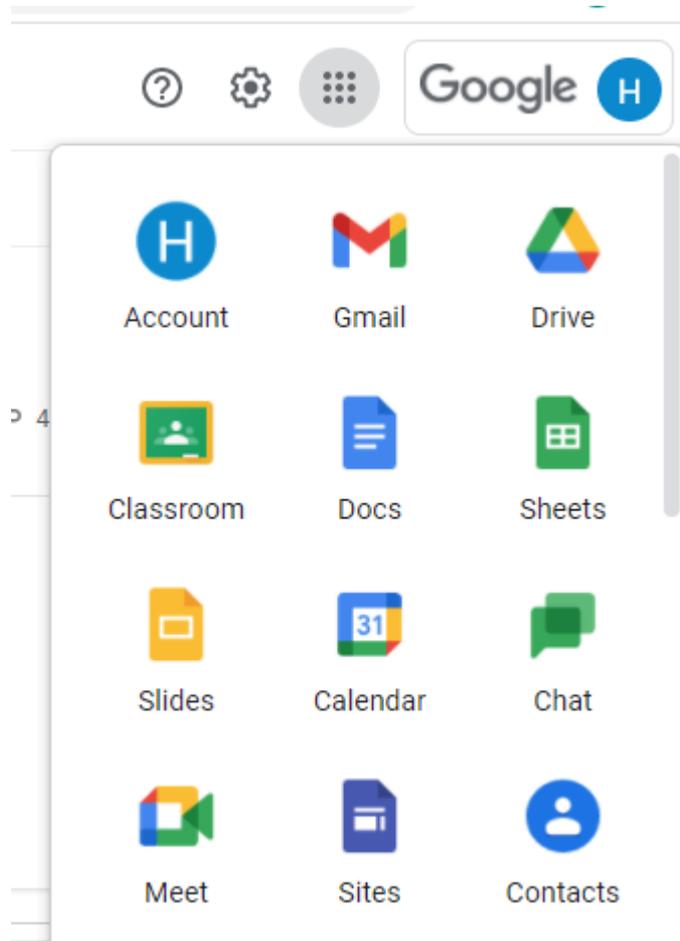
The screenshot shows the Google password entry screen. At the top is the Google logo, followed by a partially obscured name "Hi [redacted]". Below the name is a dropdown menu showing the email address "*****@olsjschool.net". Below this is a text input field labeled "Enter your password". To the left of the field is a checkbox labeled "Show password". Below the field is a link for "Forgot password?". At the bottom right is a blue "Next" button. At the very bottom, there is a language selector set to "English (United States)" and links for "Help", "Privacy", and "Terms".

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Click on Google Apps – top right hand corner

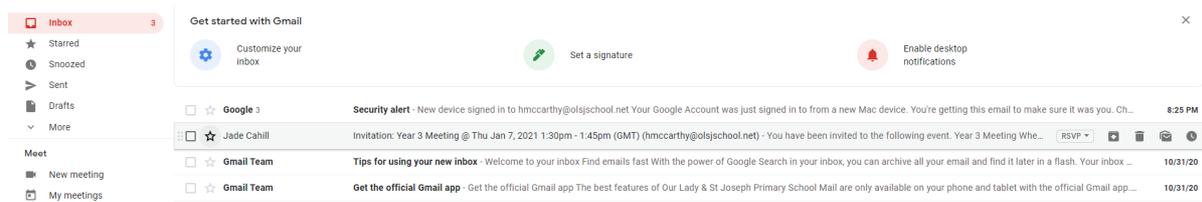


Select Gmail

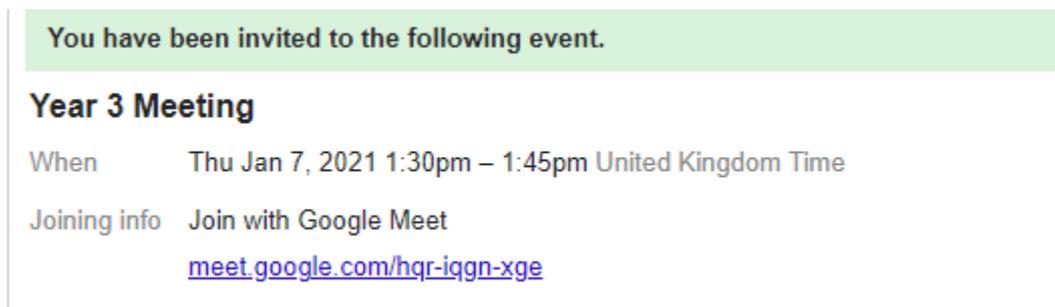


How to login to Google/Google Mail/Classroom/Meet

There will be an invite from the teacher in there

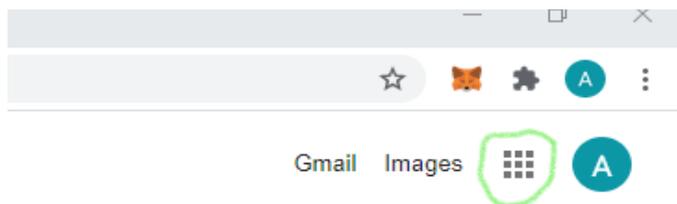


Open email – click on link under joining information to launch meeting in Google meets

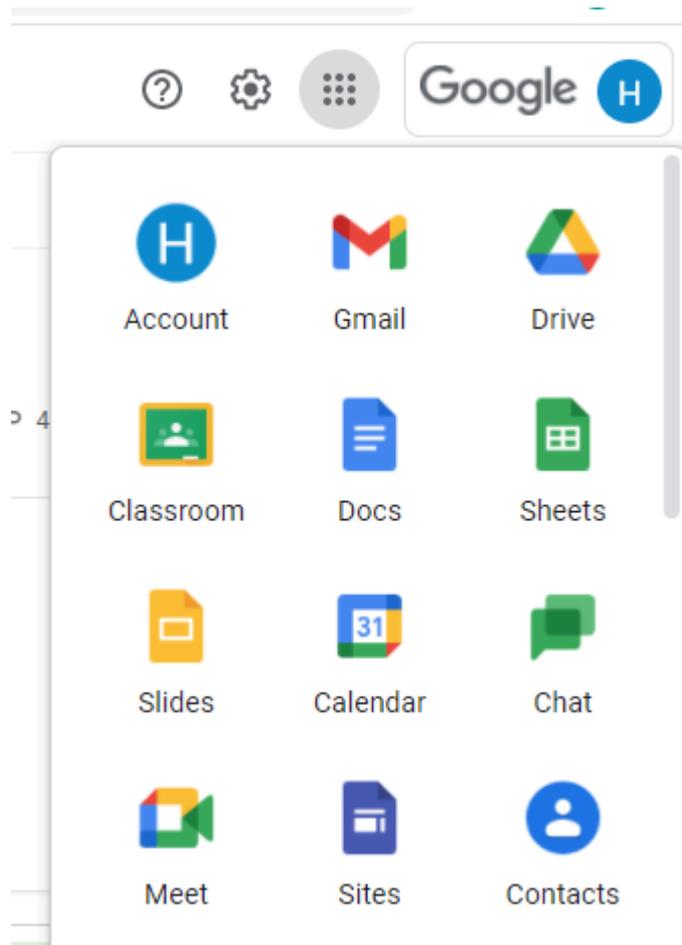


You can also launch the meeting directly from the Meet App and it will show you upcoming meetings. **NOTE** - If you launch straight from Meet ensure that you have the correct time zone set up in Meet or you will be shown upcoming meetings in USA time by default.

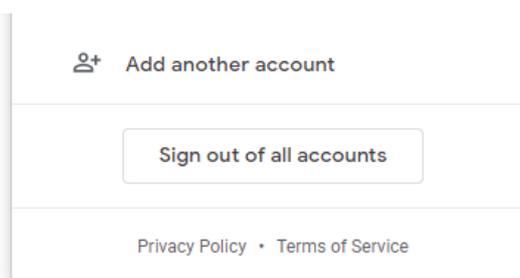
Once set up with Google account you can launch Classrooms and Meet by going back to the Apps button and selecting which App you wish to launch



How to login to Google/Google Mail/Classroom/Meet



To sign out/set you another account if you have more than one student click on the letter in the circle next to the App button and you will be give options to sign out or add another account.



If you use a tablet you can also go to the App store and download each App and login to each app with username and password provided by the school.