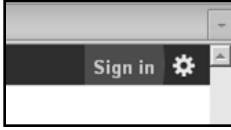


Directions for creating a Google Account

1. Visit www.google.com. In the upper right corner of the webpage, click sign in.



2. If you have a Google Account, sign in. Skip to page two in order to add your SMSD email.

A screenshot of the Google sign-in form. It has a light grey background. At the top, it says "Sign in with your Google Account". Below that are two input fields: "Email:" with a placeholder "ex: pat@example.com" and "Password:". There is a checkbox labeled "Stay signed in" which is checked. At the bottom is a "Sign in" button.

3. If you do not have a Google Account, click Create an account now.



4. Follow the directions for entering the required information for a Google account.

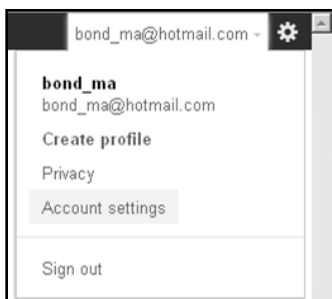
→You can use your SMSD email address to create an account.

→If you'd prefer to use your personal email address, you should add your SMSD email address (see page two) to be sure that you have access to the Library Sign-up Sheet.

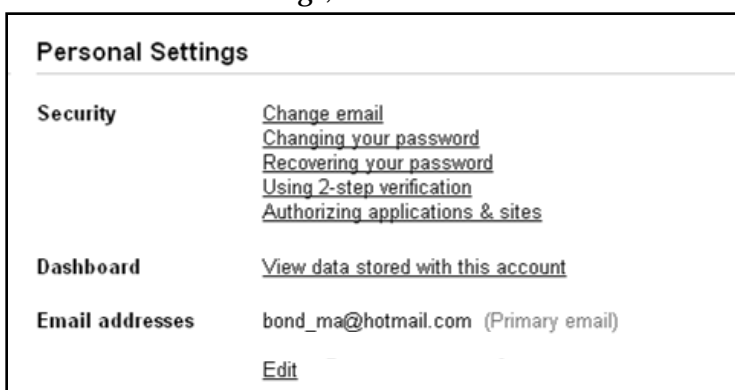
5. Click I accept. Create my account. 

Directions for adding an email address to an *existing* Google Account

1. Once signed in, click on the drop-menu with your email address in the upper right corner. Then click on Account Settings.



2. Under Personal Settings, Email addresses click Edit.



3. Under Add an alternate email address to your account, add your SMSD email address. Then click Save.

Add an alternate email address to your account

You can use alternate email addresses to sign in to your Google Account, recover your password, and more. Alternate email addresses can only be associated with one Google Account at a time. In some cases, a person who shares an item with your alternate email address will be able to see your primary email address. [Learn more](#)

bond_ma@hotmail.com (Primary email)

Add an additional email address:

4. Once you have clicked Save, you should receive an email from Google asking you to confirm your request.
→ Follow the link, and type in your password.
→ A window will then appear stating that your Associated Email Address [has been] Verified.