Creating an email account

1 **Open Browser:**
Type in:
www.gmail.com

Google

2 **Click:**
"Create account"

Create account

3 **Choose Type:**
"For Myself"

4 **Fill Out:**
- First Name & Last Name
- Choose your Username (this will be your new email address)
- Create & confirm your Password

5 **Verification:**
Enter your mobile number for account security and recovery. Google will send a text with a code.

SMS

6 **More Info:**
Provide a recovery email (optional, but helpful), your birthday, and gender.

7 **Agree:**
Scroll through and accept Google's Terms of Service and Privacy Policy.

8 **Setup & Personalize:**
Follow on-screen prompts to personalize your account and learn key features.

9 **Done!**
You now have a new Gmail account. Start sending and receiving emails!

Note: Keep your password safe and remember your email: username@gmail.com.

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Reference: https://support.google.com/mail/answer/56256?hl=en