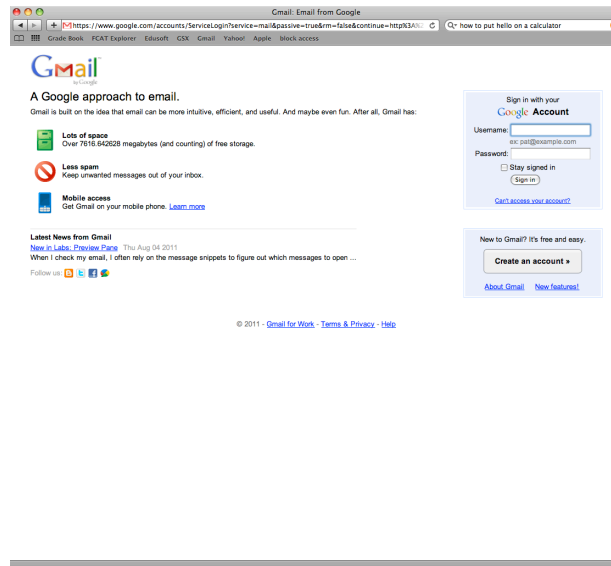


Steps to login into your Google Apps and Changing your password

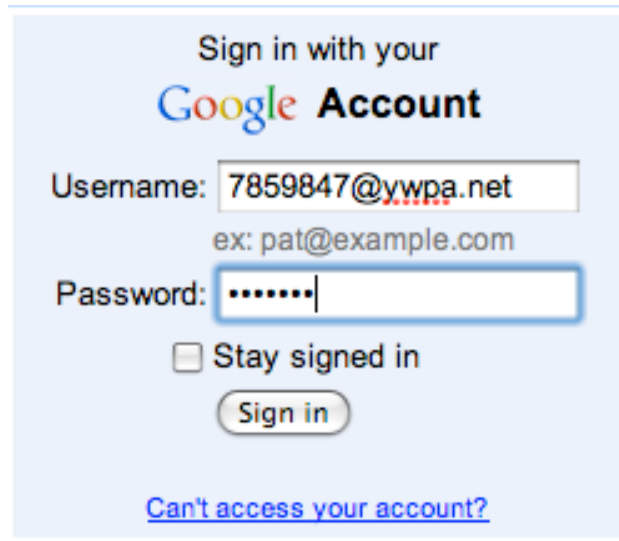
Step 1: Open up your browser and type in the URL gmail.com.
Your screen showed look like this:



Step 2: Go to the right side of your page and you should see a box that says **Sign in with your Google Account**. It should look like this:

A close-up screenshot of the 'Sign in with your Google Account' box. The box is light blue and contains the text 'Sign in with your Google Account' at the top. Below this, there are two input fields: 'Username:' and 'Password:'. The 'Username:' field has a placeholder text 'ex: pat@example.com'. Below the 'Password:' field is a checkbox labeled 'Stay signed in'. At the bottom of the box is a 'Sign in' button and a link that says 'Can't access your account?'.

Step 3: Under username type in your ID number followed by **@ywpa.net**. Under password type in **abcd1234**. Click sign in.



Sign in with your
Google Account

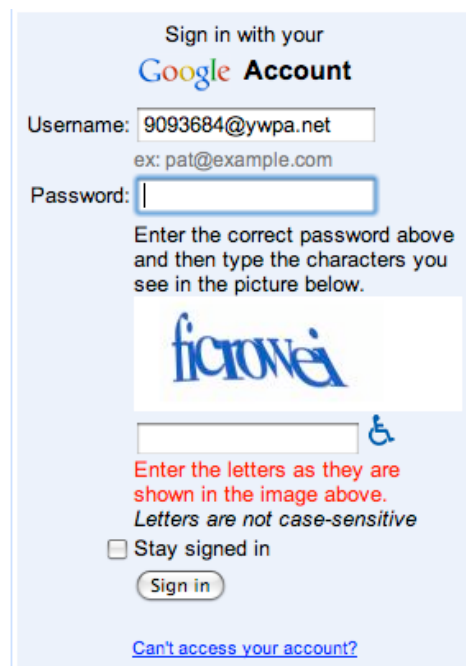
Username:
ex: pat@example.com

Password:

☐ Stay signed in

[Can't access your account?](#)

Step 4: Once you login in this might appear. If so, just make sure you re-type in your password and enter the letters shown in the image on **YOUR** screen.





Sign in with your
Google Account

Username:
ex: pat@example.com

Password:

Enter the correct password above
and then type the characters you
see in the picture below.



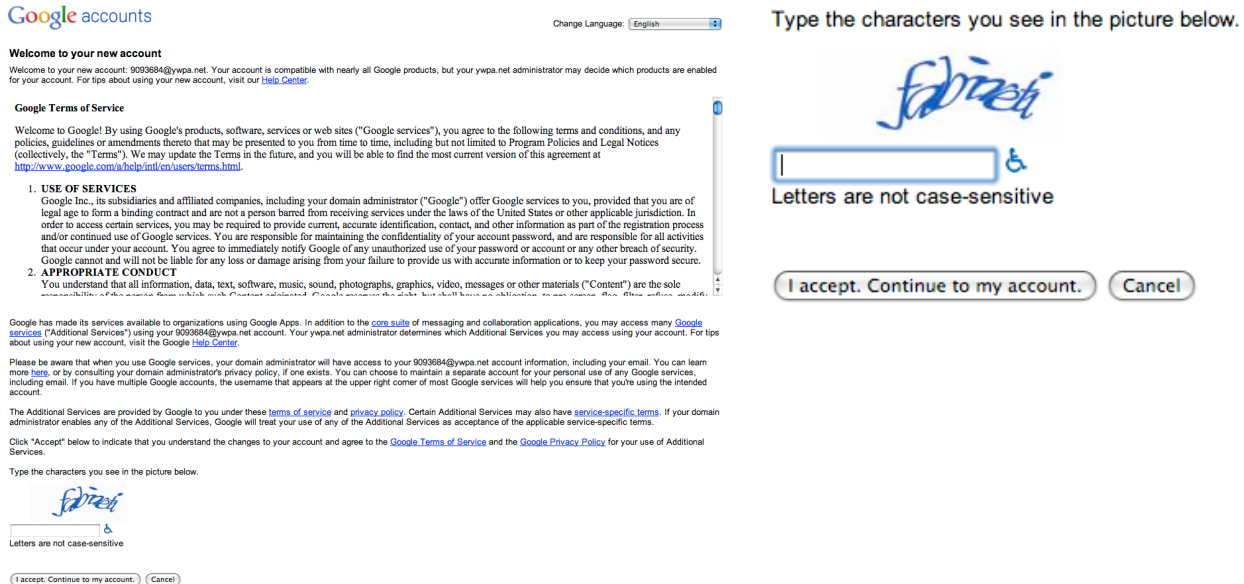


Enter the letters as they are
shown in the image above.
Letters are not case-sensitive

☐ Stay signed in

[Can't access your account?](#)

Step 5: Finally you will be asked to agree with the terms of service. Make sure you type in the characters you see at the bottom of the page as well as clicking the button that says “I accept. Continue to my account”.



Google accounts

Change Language: English

Welcome to your new account

Welcome to your new account: 9093684@ywp.net. Your account is compatible with nearly all Google products, but your ywp.net administrator may decide which products are enabled for your account. For tips about using your new account, visit our [Help Center](#).

Google Terms of Service

Welcome to Google! By using Google's products, software, services or web sites ("Google services"), you agree to the following terms and conditions, and any policies, guidelines or amendments thereto that may be presented to you from time to time, including but not limited to Program Policies and Legal Notices (collectively, the "Terms"). We may update the Terms in the future, and you will be able to find the most current version of this agreement at <http://www.google.com/a/help/en/users/terms.html>.

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2. APPROPRIATE CONDUCT

You understand that all information, data, text, software, music, sound, photographs, graphics, video, messages or other materials ("Content") are the sole responsibility of the user from which such Content is obtained. Google accounts do not have an obligation to remove the Content from the service.

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Please be aware that when you use Google services, your domain administrator will have access to your 9093684@ywp.net account information, including your email. You can learn more [here](#), or by consulting your domain administrator's privacy policy, if one exists. You can choose to maintain a separate account for your personal use of any Google services, including email. If you have multiple Google accounts, the username that appears at the upper right corner of most Google services will help you ensure that you're using the intended account.

The Additional Services are provided by Google to you under these [terms of service](#) and [privacy policy](#). Certain Additional Services may also have [service-specific terms](#). If your domain administrator enables any of the Additional Services, Google will treat your use of any of the Additional Services as acceptance of the applicable service-specific terms.

Click "Accept" below to indicate that you understand the changes to your account and agree to the [Google Terms of Service](#) and the [Google Privacy Policy](#) for your use of Additional Services.

Type the characters you see in the picture below.

fairer

Letters are not case-sensitive

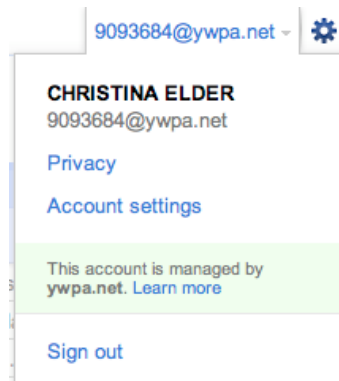
I accept. Continue to my account. Cancel

Changing your Password

Step 1: Once logged into your Google Account, shown in the above steps, You will look at the top right hand corner and see your username. Example:

9093684@ywp.net

Click on the drop down arrow and you will see an option for Account settings. Click on Account settings.



9093684@ywp.net

CHRISTINA ELDER
9093684@ywp.net

Privacy

Account settings

This account is managed by
ywp.net. [Learn more](#)

Sign out

Step 2: Your personal settings window will open and find where it says Security. Next to security will be a link called **Changing your password**. Click on it.



Profile



Personal Settings

Security	Changing your password Authorizing applications & sites
Dashboard	View data stored with this account
Email addresses	9093684@ywpa.net (Primary email)
Multiple sign-in	Off - Edit
Connected accounts	View and manage your accounts from other services

My products

[App Engine](#) - [My Applications](#)

[Custom Search](#) - [My Search Engines](#)

[Gmail](#) - [Settings](#)

[Sites](#)

[Calendar](#) - [Settings](#)

[Developer Consoles](#)

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[Webmaster Tools](#)

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Step 3: That will lead you to a window that will allow you to change your password. Fill in the appropriate tabs and click **Save**.



Change password

Current password:

New password:

Confirm new password:

[Password strength:](#)

Step 4: You have now successfully changed your password and you should see this yellow banner on the top of your page.

Your new password has been saved - [OK](#)

Personal Settings