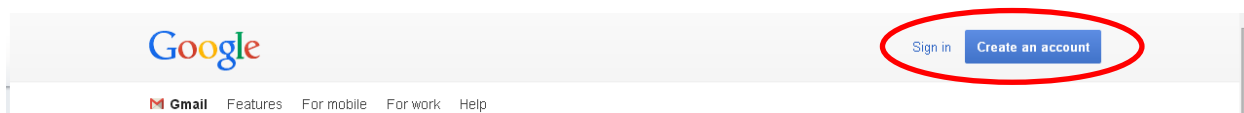
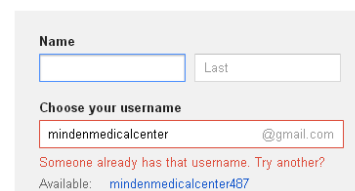


How To Create a Google (Gmail) Email Address Account

Step 1: Open your internet browser and type www.gmail.com in the address bar.
Click the “Create an account” button in the very top right hand corner.



Step 2: Input First and Last Name as well as your desired username, this will serve as your email address. You may use letters, numbers and periods in your username. If you see a message in red underneath informing you someone has already used that name, you will need to choose another name.

A screenshot of the Gmail account creation form. It shows a "Name" section with two input fields for "First" and "Last" name. Below that is a "Choose your username" section with an input field containing "mindenmedicalcenter" and a "@gmail.com" suffix. A red error message is displayed below the username field: "Someone already has that username. Try another?". Below the error message, it says "Available: mindenmedicalcenter487".

Step 3: Create a password. The password must be at least 8 characters in length. Including special characters and numbers will help to increase the password strength. Reenter your password in the next field.

Step 4: Write down your username and password in a safe place so that you can reference it whenever you need to log in and check your email.

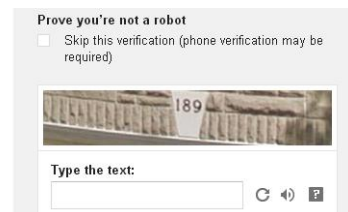
Step 5: Enter the Month/Day & Year of your birthday.

Step 6: Choose your Gender

Step 7: Enter in your mobile phone number.


Step 8: Skip the current email address box since you do not have a current email account.

Step 9: Enter the characters from the picture. This step is to reduce the misuse of this particular email system. If you have trouble reading the text you can click the icons to the right hand side to receive an auditory version.

A screenshot of the "Prove you're not a robot" CAPTCHA step. It shows a checkbox for "Skip this verification (phone verification may be required)". Below the checkbox is a CAPTCHA image showing a row of books with the number "189" on the right. Below the image is a text input field labeled "Type the text:" and three icons: a refresh icon, a speaker icon, and a question mark icon.

Step 10: Choose your Location – United States.

Step 11: Review the Terms of Service and Privacy Policy. Check the box to the left to agree to the terms.

Click the  Button.

Step 12: You may upload a photo for your account at this time or choose not to and click 

Congratulations!

Your Gmail account was created. Click the “Continue to Gmail” button to proceed to your email.