

Step-by-Step Guide: How to Create a Gmail Account

Most browsers will look the same when you're setting up a Gmail account, but for those that are different, the basic gist of the process is all right here.

Step 1: Open your browser.

What's a browser? Internet Explorer, Firefox, Chrome, Safari, Edge, etc. Whichever one you have to access the Internet (going to websites, for example) will be fine.

Open it and get to Google's main search page. You can enter <http://www.google.com>.

Step 2: Click on Gmail.

In the upper right portion of the screen there are some boxes and text. One says 'Gmail.'

Click on it.

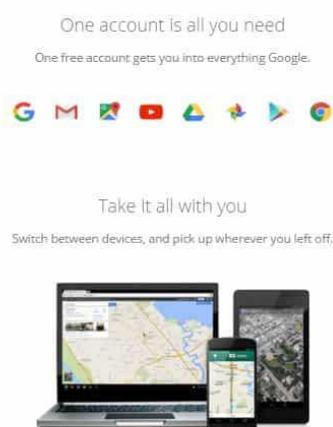


Step 3: You'll be taken to the Sign In page.

When the browser finishes redirecting, you'll be at the Gmail (or Google) sign in page. This is where you can sign into Gmail if you [already have an account](#).

You can see there are a couple of buttons (rectangular boxes) that state: **Create an Account**. Click on either one of these.

Step 4: Enter your information.



Name
First Last

Choose your username
 @gmail.com

Create a password

Confirm your password

Birthday
Month: Day: Year:

Gender
I am...

You can't leave this empty.

Mobile phone

Your current email address

Prove you're not a robot
 Skip this verification (phone verification may be required)


Type the text:

Location
United States

Google asks for your first and last name, a preferred username (with the exchange @gmail.com) your birthday, gender, current email address, mobile phone number, and proof that you're not a robot. Be honest about your name, but you can choose 'other' if you don't want to specify your gender. If you don't wish to add a mobile phone, it can be difficult to recover a lost password. It is recommended to add a mobile phone number, so you can recover your account in the event you forget your password. It is better to be safe than sorry because you don't want to end up being unable to access your Gmail account.

Also, make sure the password you create for your account is strong, but something you'll remember. In fact, write it down and keep it in a safe place. You don't want to face the hassle of trying to recover a lost password, but that can be done if necessary.

The username you want may be taken and if that's the case, Google will suggest alternates, or you can try something else.

Finally, proving that you're not a robot is easy. You simply enter the text shown up the box that states: *Type the text:*. If you can't see it or read it, hit the reverse circle and get a new one. If you skip the verification, you may need to verify by a legitimate phone number before you can have your Gmail account.

You'll have to agree to the Google privacy policy and terms of service before you can click to the next page.

Step 5: Enjoy.

That's all there is to it. Now that you know how to create a Gmail account, you can get signed up in about 60 seconds. Once you click 'Next' your account is set up. Now you're ready to begin sending and receiving email through your new Gmail account. Your Gmail account can be used to send regular emails and attachments. You can receive and send money from family and friends with Gmail. You can also use Gmail chat to talk with others as an added convenience.