

Creating Your Gmail Account

1. Get to the **Links** page of Mrs. Taylor's TeacherWeb site.
2. Click the **Gmail** link (second link).
3. Click the **Create an Account** button in the lower right corner of the page.
4. Complete the form as described below:
 - Fill in your **First Name** and **Last Name**.
 - Use your **Campus Login** for your **Desired Login Name**.
 - Enter a **Password** that you will remember. Make sure your password receives a **Good** or **Strong** password strength.
 - Confirm your password.
 - Select a **Security Question** and enter the correct **Answer**.
 - If you have one, enter a **Secondary email** address
 - Complete the **Word Verification**
 - Click the **I accept. Create my account.** button
6. Click **Show me my account**.
7. Send an email to Mrs. Taylor & Mrs. Frerichs (5th & 6th ONLY), so we know you have set this up:

Christina_taylor@roundrockisd.org

Colleen_frerichs@roundrockisd.org