

# How to Create an Email Address in Google

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**Step 1:** Go to [www.gmail.com](http://www.gmail.com). You'll now be in the 'Sign in' section. As you don't have a Google account yet, you need to create one. Click **Create an account** under the sign in box.



## One account. All of Google.

Sign in to continue to Gmail

Email

Password

Sign in

Stay signed in [Need help?](#)

[Create an account](#)

One Google Account for everything Google

Icons: Search, Mail, Drive, YouTube, Maps, Play Store, etc.

**Step 2:** To set up your new account, Google needs some information about you –your first and last names. The 'choose your username' is the unique email address that you wish to use, which will be placed before '@gmail.com'. Because it needs to be unique, Google checks the availability of any name that you decide on to make sure that no one already has it. Type an email name into the 'choose your username' box and then fill out the rest of your information. Make sure to check the 'I agree to the Google terms of service and Privacy Policy' box. Then click **next step**.

**Step 3:** If the email name that you requested is unavailable, you'll get a message saying that somebody already has that username and offering you alternatives. You can decide to accept an alternative or type in another name and check its availability. Once you finalize your email address, it's a good idea to make a note of it so that you can refer to it until you remember it.

# Create your Google Account

What is all you need  
A password gets you into everything Google.

Google yours  
Your preferences just the way you like.

Name  
w shakespeare

Choose your username  
wshakespeare25@gmail.com  
Someone already has that username. Try another?  
Available: shakespearew06 wshakespeare616 shakespearew6

Create a password

Confirm your password

Birthday

**Step 4:** You'll need to create a password so that you can log in to your account. Create it with at least 8 characters. Use letters and numbers to make the password more secure. You'll need to re-enter your password to ensure that it's you choosing it and not a robot. This is why it also asks you to insert two random words at the bottom of the page – this is a CAPTCHA code.

Default homepage  
 Set Google as my default homepage.  
Your default homepage in your browser is the first page that appears when you open your browser.

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

23938 [Image of a building]

Type the text:  
[Input field]

Location  
United Kingdom

I agree to the Google [Terms of Service](#) and [Privacy Policy](#)

Next step

**Step 5:** Once you have completed this page fully, clicking **Next Step** will take you to the Create Profile page. If you don't want a picture on the web, click **Next Step** to complete setting up your email. If you do, Click on **Add Profile Photo** and find a photo to add. Then click **Next Step...** and you are done!