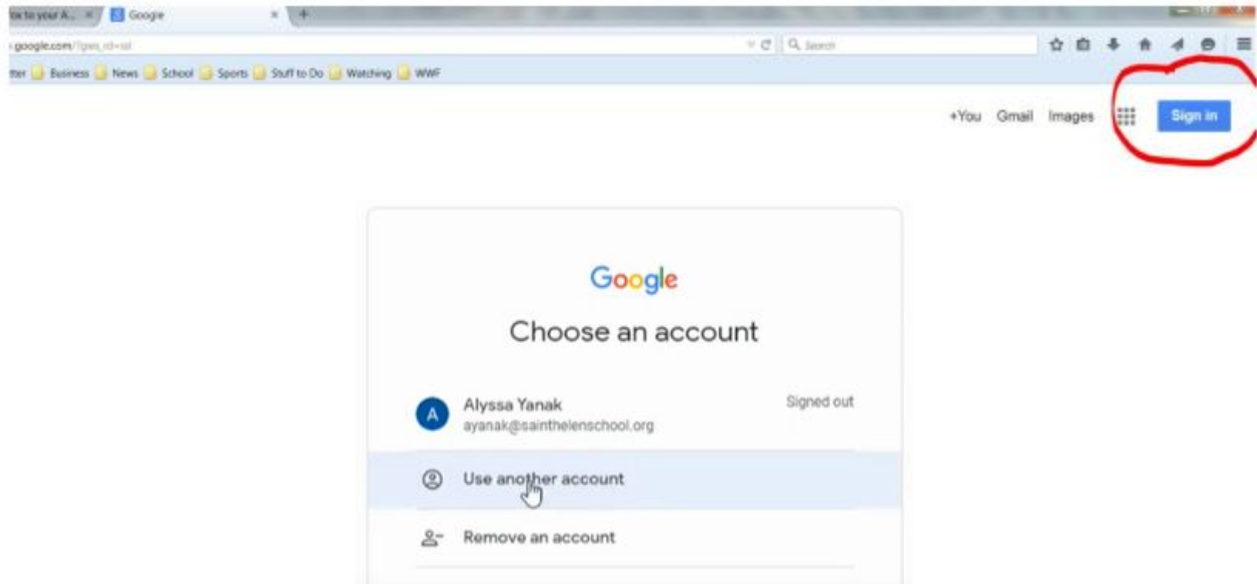


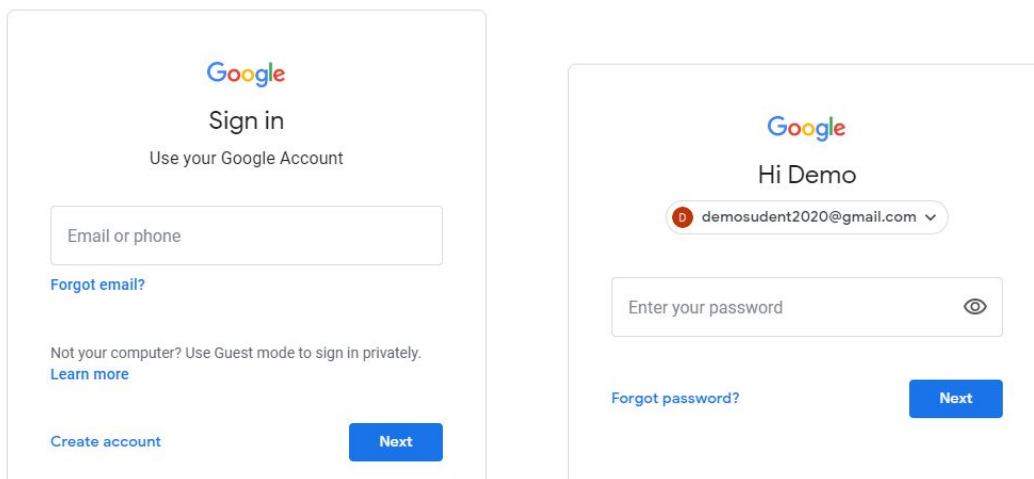
# Sign into Student Google Account

**Step 1:** Type [www.google.com](http://www.google.com) in your web browser.

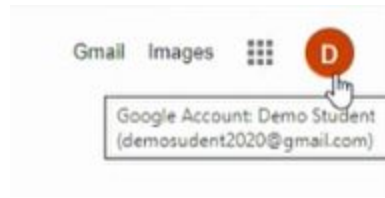
**Step 2:** At the top right of the screen, click the blue “Sign in” button. Note, if you see a colored circle with an initial instead of the blue “Sign in” button, it means another account is already signed in. In this case, click the circle and select “Use another account.”



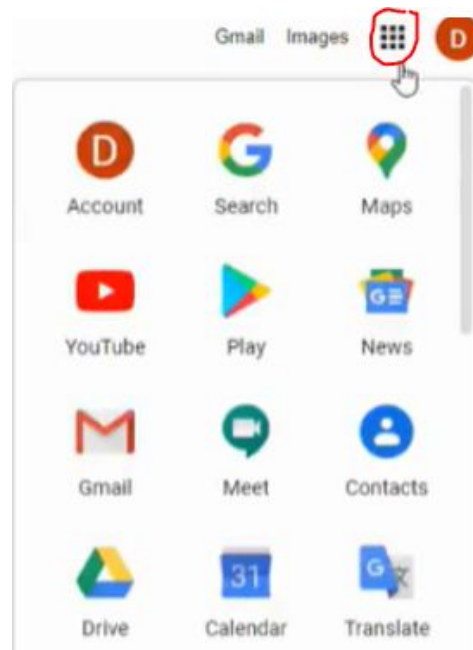
**Step 3:** Enter the email and password that the school has assigned to your child. Please note, you must include [@sainthelenschool.org](mailto:@sainthelenschool.org) when typing in the email address. Click the blue “Next” button after typing in the email and then the blue “Next” button after typing in the password.



**Step 4:** You will see that your child has successfully been signed in when their initial or profile picture appears in the circle at the top right of the screen.



**Step 5:** Most commonly, your child will go to “Google Apps” once he/she signs into the Google Account. The “Google Apps” button is to the left of the profile circle. When you click on Google Apps, a drop down menu will appear and the student can follow the teacher’s instructions about which App to open.



If you need to switch between different Google Accounts, just click the profile circle in the top right of the screen and any accounts that you have used on that device will appear. To open a different account, select that account from the list. Or, if you need to add a new account, choose the “Use another account” option.