

Logging onto Your Google Account from a Desktop or Laptop Computer

1. Open the chrome browser by clicking on the chrome icon, either on your taskbar, desktop or start menu.



2. When the browser opens, go to www.google.com.



3. Click the blue sign in button at the top right of the screen.



4. When the box appears put in your gmail user name - **rcslogin@rcscsd.org** Your rcs login is usually your first initial and last name, all lowercase no spaces. The only variation on this would be if your rcs login is different and includes your middle initial. Also you must remember the @rcscsd.org this is very important, if you leave it out google will put in @gmail.com and you will not be able to login.



5. Hit the next button



6. Put in the password you use for your chromebook. Hit next.



7. You will now be connected to your google profile and you can sync your information, so you can access your bookmarks and programs that you use at school.