

How to Create a Google Account Using Your Work E-mail Address

Go to: <https://accounts.google.com/ServiceLogin?>

Click on “Add or Create a New Account”, see below.



One account. All of Google.

Sign in to continue to Google Groups

The sign-in form contains a grey circular profile picture placeholder, a text input field with the placeholder text "Enter your email", a blue "Next" button, and a "Need help?" link. Below the form, a red rectangular box highlights the "Create account" link.

One Google Account for everything Google



Then you need to tell Google that you want to set up an account using another email address other than gmail. To do so, click on the text underlined in the example below:

Create your Google Account

One account is all you need
A single username and password gets you into everything Google.



Take it all with you
Switch between devices, and pick up wherever you left off.



Name
First Last

Choose your username
 @gmail.com
I prefer to use my current email address
Create a password

Confirm your password


Birthday
Month Day Year

Gender
I am...

Mobile phone

Your current email address

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



You will notice that the text changes when you select this option and you are now able to put in your work email address. See below:

Create your Google Account

One account is all you need

One Google username and password gets you into everything Google.



Take it all with you

Switch between devices, and pick up wherever you left off.



Name
First Last

Your current email address

[I would like a new Gmail address](#)

Create a password


Confirm your password

Birthday
Month Day Year

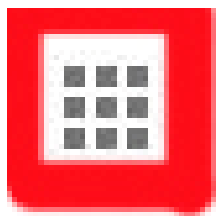
Gender
I am...

Mobile phone

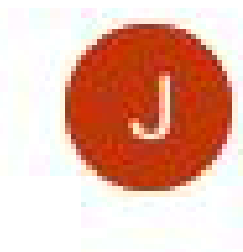
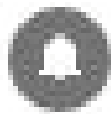
Prove you're not a robot
 Skip this verification (phone verification may be required)


Type the text:

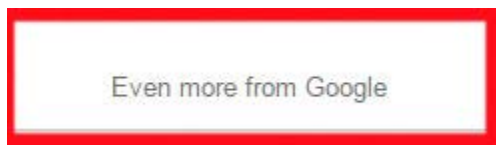
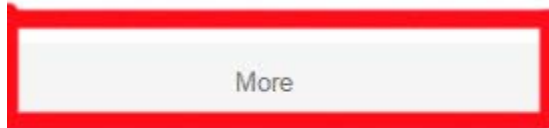
Once you sign up with a work email address, you will login and then go to the “selection icon” in the top right hand corner, it looks like this.



Click Here


















Most likely, you will need to click on “More” at the bottom of the drop down menu, and then “Even More” the first time you access your “groups.” See below:







You will then click on “Groups” under the social section (example below).

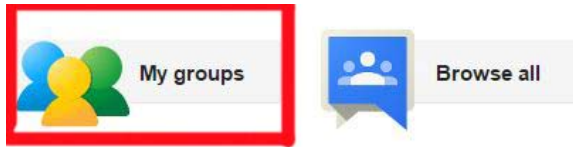
Home & Office

 Gmail Fast, searchable email with less spam	 Drive Create, share and keep all your stuff in one place
 Docs Open, edit, and create documents	 Sheets Open, edit, and create spreadsheets
 Slides Open, edit, and create presentations	 Forms Build free surveys
 Drawings Create diagrams and flow charts	 Sites Create websites and secure group wikis
 Calendar Organize your schedule and share events with friends	 Translate Instantly translate text, web pages, and files between over 50 languages
 Voice One number for all your phones, online voicemail and cheap calling	 Google Wallet Make your phone your wallet
 Google Cloud Print Print anywhere, from any device	 Google Keep Save what's on your mind
 Google Store Explore and shop the latest products made with Google	

Social

 Google+ Real-life sharing, rethought for the web	 Blogger Share your life online with a blog - it's quick, easy and free
 Groups Create mailing lists and discussion groups	 Hangouts Conversations that come to life. Anytime, anywhere, for free

Then you will click on “My Groups”



All of your discussions in one place

Organize with favorites and folders, choose to follow along via email, and quickly find unread posts.

Express yourself

Use rich-text editing to customize your posts with fonts, colors, and images.

People power discussions

Use photos, nicknames, and automatic translations to share your thoughts with the world.

Speed matters

Keyboard shortcuts and a streamlined design mean you won't spend time waiting to read and get involved. Press "?" to see the full list of shortcuts.

Mobile friendly

Access Groups from anywhere using your mobile device with our optimized site.

You will then be able to access each one of your LCC listserv groups.