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Q1

Ans 1

- 1) Create a Google Account to access many google products.  
Step 1: Go to official google (g-mail)  
Step 2: Click on create account & fill necessary details  
Step 3: Create password.  
Step 4: Account created.
- 2) Control what others see about you across google service.  
Step 1: Login  
Step 2: Click personal info option  
Step 3: Click on "go to about me"  
Step 4: Many options like DOB change & many more details.  
Step 5: Apply privacy or personal details.  
Step 6: Successfully.
- 3) Check for Account security.  
Step 1: Login  
Step 2: Security option  
Step 3: You have many options to change the security.
  - 1) Sign in with strong password & two step verification
  - 2) Adding phone no & email for recovery.
  - 3) Can check recent security events.
  - 4) Check third party apps with account access.

*[Signature]*