Creating a Gmail account System Level test

Name:

Date/Time:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Steps | Description | Anticipated Results | Pass | Fail | N/A | Comments |
| Step 1 | Open web browser and go to www.gmail.com | opens gmail.com |  |  |  |  |
| Step 2 | Click on User another account | Takes you to a sign in to continue to gmail page. |  |  |  |  |
| Step 3 | Click more options and select create account | Opens a dropdown that has Create account of not your device? After clicking create account it loads the create your Google Account |  |  |  |  |
| Step 4 | Enter in your first and last name | The first and last name fields are filled in with your name |  |  |  |  |
| Step 5 | Choose your username.  Make sure it’s unique | If entered a username that someone already has, you will get red text below stating that that username is already used. Once entered a unique username, no message will appear. |  |  |  |  |
| Step 6 | Create a password once username is accepted. Password muse use at least 8 characters. | No message should pop up. This means your password works |  |  |  |  |
| Step 7 | Enter password again | If matched nothing happens. If it doesn’t match, reds text will appear. |  |  |  |  |
| Step 8 | Enter in the rest of your information and click next. | Privacy terms and uses page comes up |  |  |  |  |
| Step 9 | Agree to privacy terms and uses | Brings you to the welcome page |  |  |  |  |
| Step 10 | Hit the continue to gmail button | Brings you to your gmail account page |  |  |  |  |

Purpose