

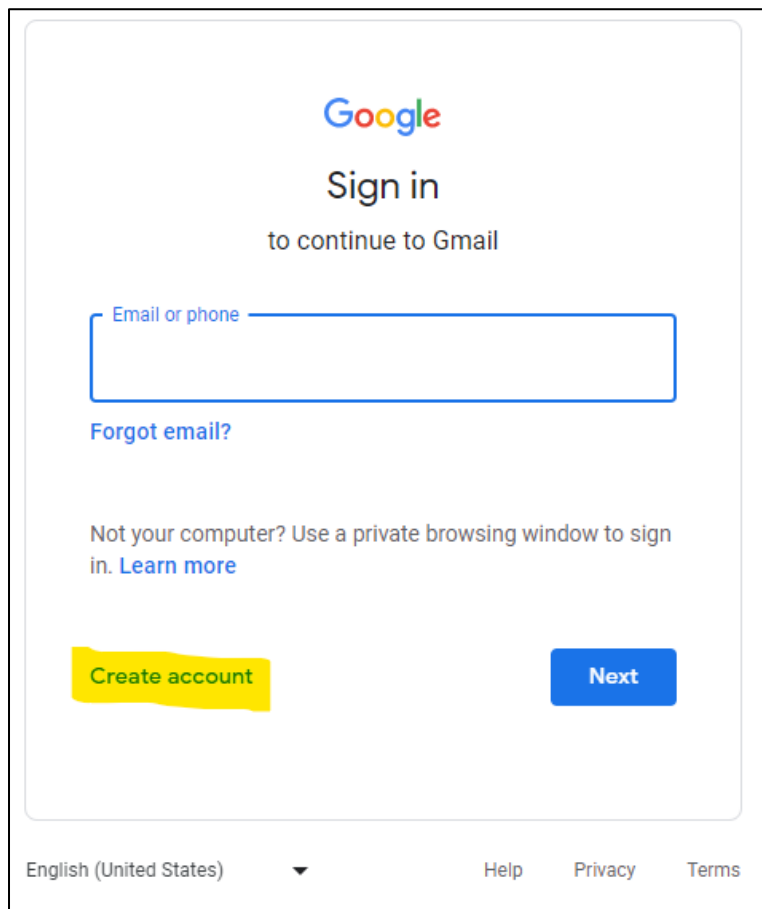
Setting Up a Gmail Account

Setting up a new Gmail account for yourself or someone else is simple. Whether you're starting on Gmail for the first time, setting up a new Gmail address, or creating the account for someone else, the process is similar.

Here's everything you need to know about creating a new Gmail account.

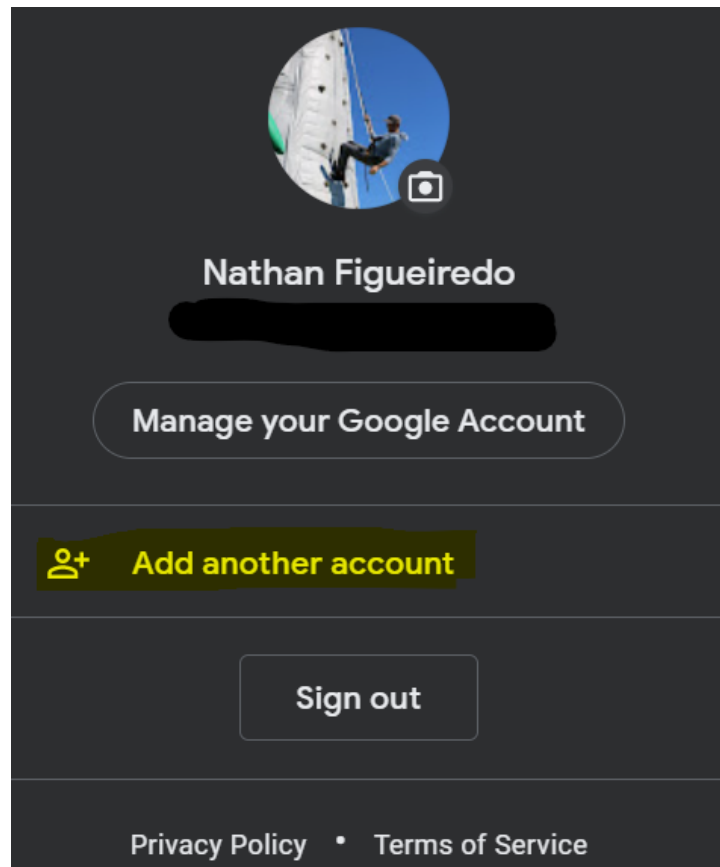
How to Create a New Gmail Account

1. To set up a new Gmail account, you will need to go to the [Gmail website](#) and select **Create account**.



The screenshot shows the Google Sign in page. At the top is the Google logo, followed by the text "Sign in to continue to Gmail". Below this is a text input field labeled "Email or phone". Under the input field is a link that says "Forgot email?". Further down is a message: "Not your computer? Use a private browsing window to sign in. [Learn more](#)". At the bottom of the main content area, there are two buttons: a yellow "Create account" button and a blue "Next" button. The "Create account" button is highlighted with a yellow rectangular box. At the very bottom of the page, there is a footer with "English (United States)" and a dropdown arrow, followed by links for "Help", "Privacy", and "Terms".


- If you are already signed into a Gmail account, select the top-right icon and choose **Add another account** on the dropdown menu. This will then take you to a page where you can get started adding the details for your new account.



2. You will need to enter your **First name**, **Last name**, **Username**, and **Password**.

Once completed, click **Next**.

- It's important to note the username will appear in the new Gmail email address as "*username@gmail.com*". For the username, you can use letters, numbers, and periods.



Create your Google Account

to continue to Gmail

First name

Last name

Username

@gmail.com

You can use letters, numbers & periods

Password


Confirm

Use 8 or more characters with a mix of letters, numbers & symbols

☐ Show password


[Sign in instead](#)

Next




One account. All of Google working for you.

3. On the next page, Google will then ask you to verify your phone number. Enter your number and click **Next**. You will receive a verification code through your phone that you will then need to enter on your device.




Verifying your phone number

For your security, Google wants to make sure that it's really you. Google will send a text message with a six-digit verification code. *Standard rates apply*

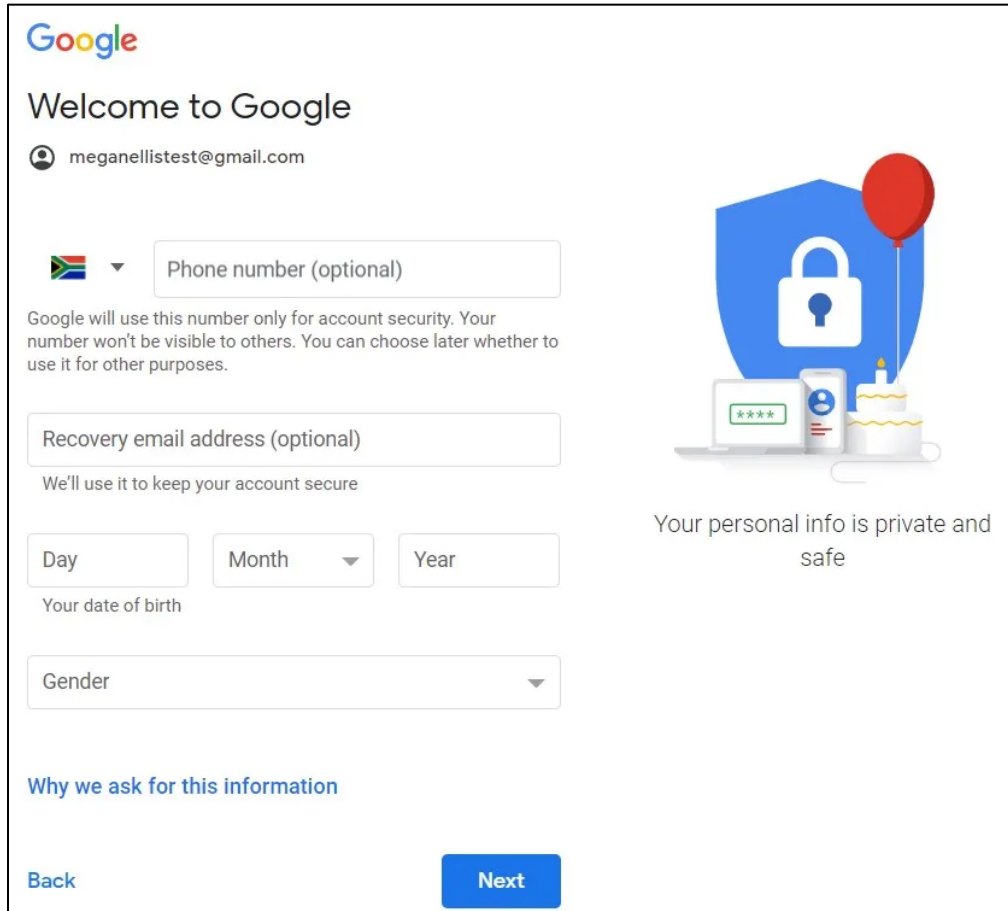
 Phone number

[Back](#) [Next](#)




Your personal info is private and safe


4. Once verified, you will see a page saying “Welcome to Google” with your new Gmail account. Here you can choose whether to keep your phone number linked to your account, and whether you want to add a recovery email address.
 - A recovery email address or phone number would be used to reset your password if you ever forgot it or are trying to login to your Gmail on another device.



Google

Welcome to Google

 meganellistest@gmail.com

 Phone number (optional)

Google will use this number only for account security. Your number won't be visible to others. You can choose later whether to use it for other purposes.

Recovery email address (optional)

We'll use it to keep your account secure

Day Month Year

Your date of birth

Gender

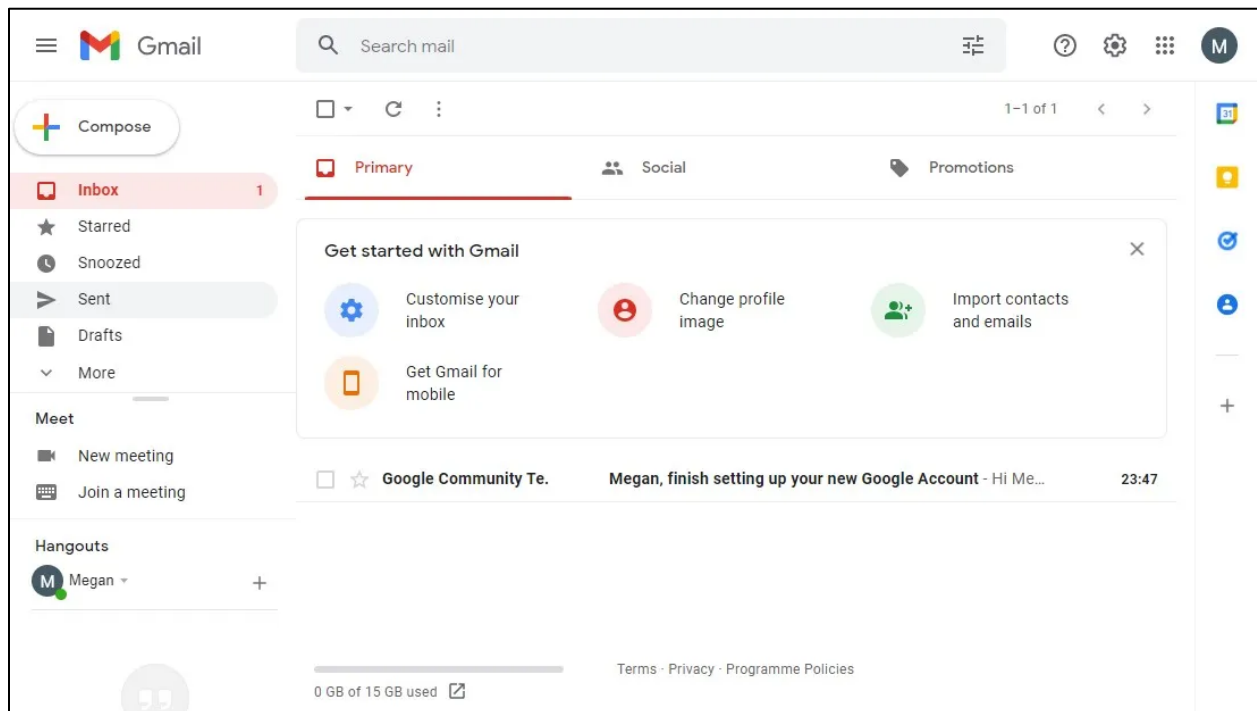
[Why we ask for this information](#)

[Back](#) [Next](#)

Your personal info is private and safe

5. Enter your date of birth and gender to proceed. Once completed, select **Next**.
6. On the next page, you will be presented with Google's privacy policy and terms. You can customize the agreement by selecting **More options**. Once you have chosen your preferred settings, select **I agree** to proceed.

7. This will then take you to your new Gmail inbox, which you can customize and adjust to your liking.

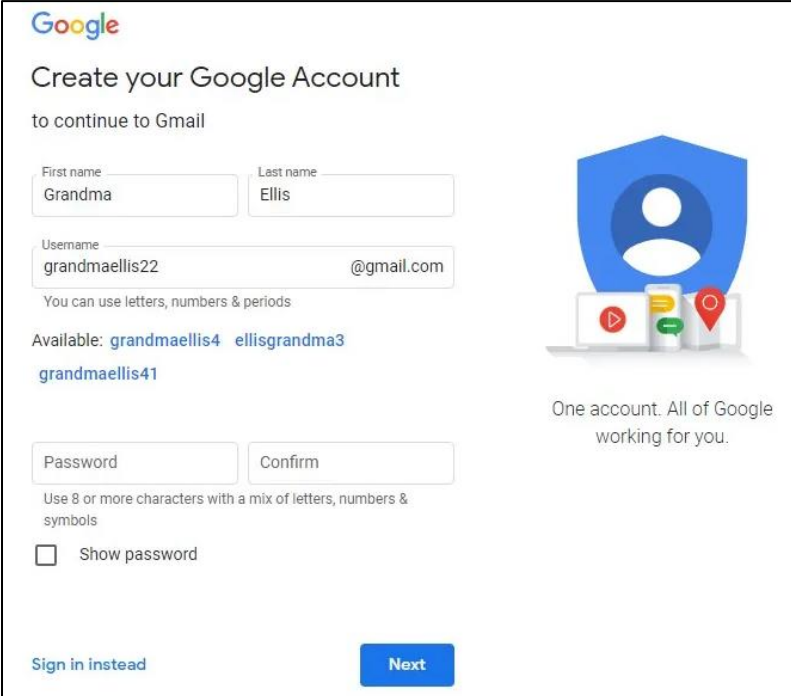


How to Make a Gmail Account for Someone Else

If you want to create a new Gmail account for others, such as a friend or family member, the process is the same. However, there are some important things to take note of during the setup process.

Firstly, make sure you are not adding the account as an additional address to your existing Google account. To prevent this either sign out of Google, or use your browser in Incognito Mode to start a fresh account for the other person.

When entering the details for the other person's account, make sure to enter the details of the person the account is for, rather than your own. Also, make sure that the username reflects that person's desired username.

A screenshot of the Google Account creation page. The page has a white background with the Google logo at the top left. Below the logo, the text "Create your Google Account" is displayed in a large, bold font, followed by "to continue to Gmail" in a smaller font. On the left side, there are input fields for "First name" (containing "Grandma"), "Last name" (containing "Ellis"), "Username" (containing "grandmaellis22"), and "Password" (containing "grandmaellis22"). To the right of the "Username" field is a dropdown menu showing "@gmail.com". Below the "Username" field, there is a note: "You can use letters, numbers & periods". To the right of the "Password" field, there is a "Confirm" field. Below the "Confirm" field, there is a note: "Use 8 or more characters with a mix of letters, numbers & symbols". Below the "Confirm" field, there is a checkbox labeled "Show password". To the right of the input fields, there is a blue shield icon with a white person silhouette inside, and below it, a small graphic of a smartphone with a red location pin and a green play button. Below the shield icon, the text "One account. All of Google working for you." is displayed. At the bottom left, there is a link "Sign in instead". At the bottom right, there is a blue button labeled "Next".

When verifying the account by phone, make sure that the person sends you the verification code so that you can complete the setup for them. You can also use your own number for the verification step and remove it from the account afterwards.

Finally, you will need to provide the other person with the login username and password for their account so that they can sign in.

If they have a different email account, set it as the recovery email for the Gmail account. This allows them to reset the password after you've handed over the account, as well as recover the password if they forget it.

Sources

[How to Set Up a New Gmail Account for Yourself or Others \(makeuseof.com\)](https://www.makeuseof.com/how-to-set-up-a-new-gmail-account-for-yourself-or-others/)