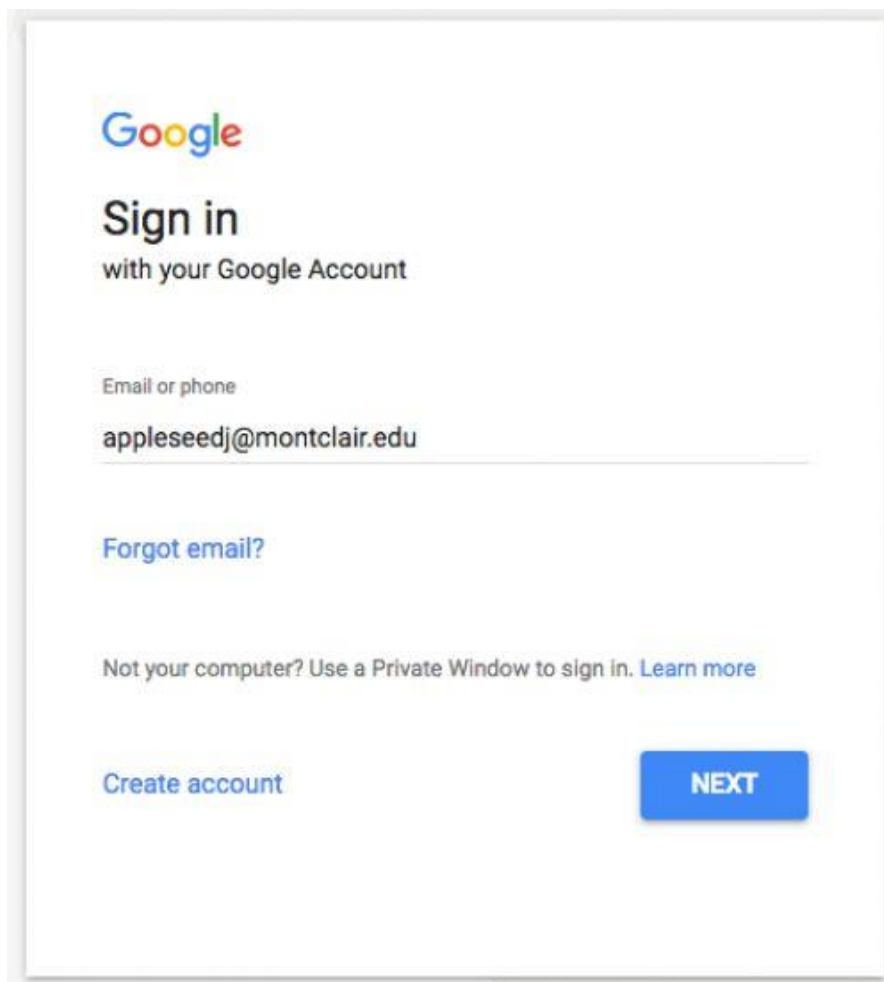




MONTCLAIR STATE
UNIVERSITY

Google Drive: How to Sign on at Montclair State University

1. Go to www.google.com
2. Click **Sign in** on the top right corner of your browser window
3. Enter your email, e.g. NetID@montclair.edu, then press **Next**
Note: Use "@montclair.edu", not "@mail.montclair.edu"

A screenshot of the Google Sign in page. At the top is the Google logo. Below it is the text "Sign in with your Google Account". There is a text input field labeled "Email or phone" containing the text "appleseedj@montclair.edu". Below the input field are links for "Forgot email?", "Not your computer? Use a Private Window to sign in. Learn more", and "Create account". A blue button labeled "NEXT" is positioned to the right of the "Create account" link.

4. Enter your NetID password, then press **Next**

5. You're now ready to use Google Apps! Click on the "waffle" icon to view the applications available to you

