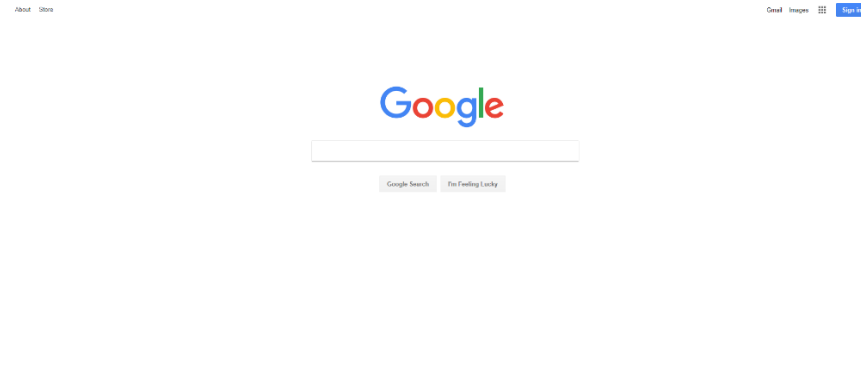
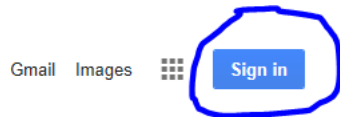


Accessing Google Documents

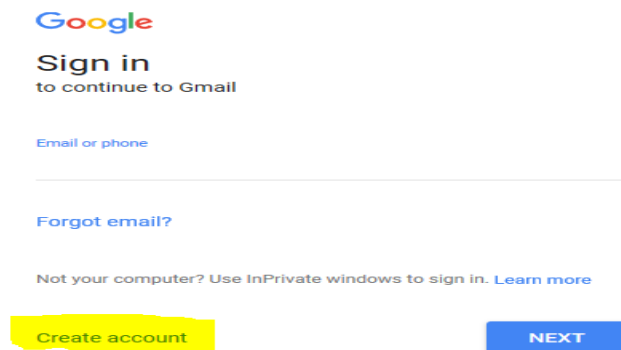
1. Go to google.com



2. Click on the "Sign in" icon located in the upper right-hand corner and sign into your google account



If you don't have a google account already, click on "create an account"




Fill out the required information to make an account

Create your Google Account

One account is all you need
One free account 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

Birth day
Month Day Year

Gender
I am...

Mobile phone

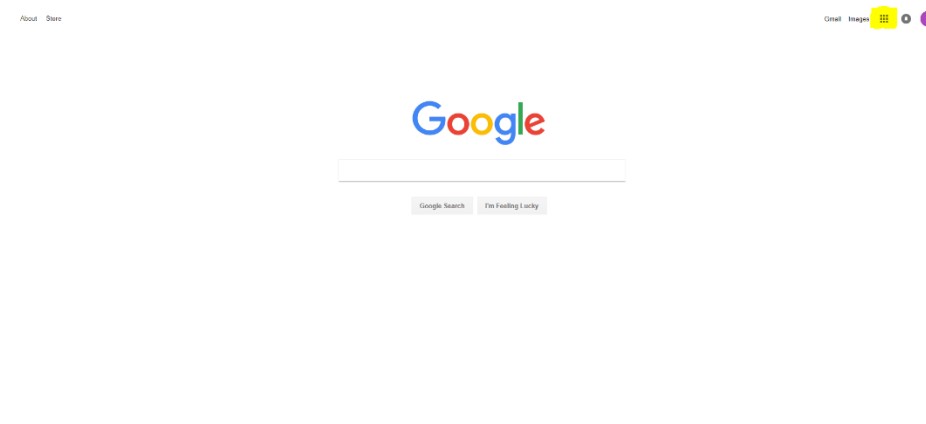
Your current email address

Default homepage
 Set Google as my default homepage
Your default homepage is your browser's the first page that appears when you open your browser.

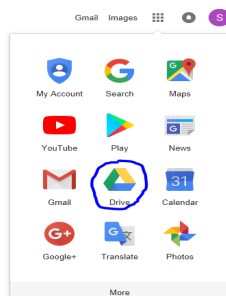
Location
United States

[Next step](#)

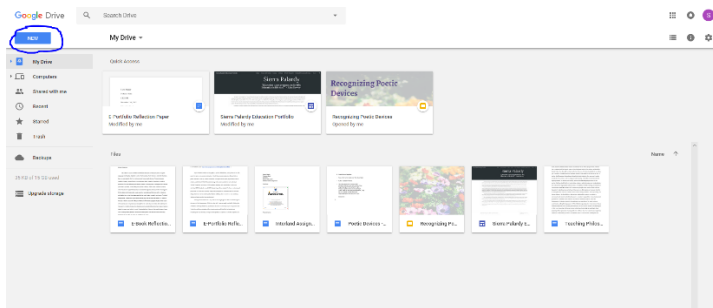
3. Once you've created and signed into your account, click on the google apps icon in the upper right-hand corner



4. Click on google drive



5. Click on “new” button and then “Google Docs”



6. This will bring you to a blank Google Doc. Click on the upper right-hand corner labeled “Untitled document” and give your document the name “History and Literature (followed by your name)”. This allows the document to save. Google Docs will automatically save whatever you have written every 3-4 minutes.

