Using Personal Google Applications

A leader can access their personal Google applications using any one of the methods described below.

Use a Guest Managed Session

1. Start a Guest Managed Session.
2. Go to https://google.com in the browser.
3. Click on **Sign in** near the upper right portion of the browser window.
4. Follow the onscreen instructions to log in to a personal Google account.

Use an Incognito Window with a User Account

1. Log in to your User Account.
2. Right click on the Chrome icon and select **New Incognito window**.
3. Go to https://google.com in the browser.
4. Click on **Sign in** near the upper right portion of the browser window.
5. Follow the onscreen instructions to log in to a personal Google account.

Add Your Google account to your User Account

A personal Google account can be added to User Account. This only applies to leaders who have already created a User Account on the Clerk Chromebook and have or want to create a personal Google Account that they can access when they are logged in.

Add or create account

1. Log in to your User Account
2. Open **Settings**.
3. Select **Accounts**.
4. Click on the Arrow at the far right of the row that contains the currently signed in user.
5. Select **+ Add Google Account**.
6. Click **Okay** and either log in using personal Google credentials or select **Create Account** and follow the instructions on the screen.

Use Your Personal Google Account in Chrome

1. Make sure that a personal account has been added as described in **Add or Create Account**.
2. Open the Chrome browser.
3. Enter https://google.com.
4. Click on **Gmail** near the upper right portion of the browser window.
5. An error screen will appear. Click on the Circle with a letter in it. (Probably the first letter in the user's name).
6. Select the already created Google **account** in the middle of the small window that opened.