HOW TO ACCESS PGCPS GMAIL, GOOGLE CLASSROOM & GOOGLE MEET

1. Open web browser (Internet Explorer, Google Chrome, Mozilla Firefox or Safari) then type [www.pgcps.org](http://www.pgcps.org). Google Chrome is highly recommended to use. Click GMAIL.

2. Enter your PGCPS computer username and password then click “Login”.

**ALERT:** New DROPOUTPHISHING emails have been sent to members of our organization.
3. Once logged in, email messages will be displayed.

4. To view Google Suite (Apps), click this icon 📚
5. For first time Google Classroom user, this page will be displayed. Click “Continue” then select “I am a Student”. If you do not see this page, go to Step 6.

6. To join a class, click the (+), enter “Class Code” then click “Join”.