

Student Google Account Setup

You will need student's PHCA Email Address: XXXXXXX@phcaschools.org

You will need student's PHCA Email Password: XXXXXXXX

Step 1 Go to Google.com Link: <https://www.google.com/>

Step 2 Click on Sign In

Step 3 Enter student's PHCA Email Address, then select next

Step 4 Enter PHCA Email password, then select next

Step 5 Click on Google Account (its in the upper righthand corner and will have the first initial of your child's name)

Step 6 Click on Manage you Google Account

Step 7 Click on Security on the left side of your screen

Step 8 Click on Password in the middle of the screen and change password if needed.

Please write down the password for future reference.

Google classroom is where you will go to retrieve digital assignments and instructions.

Note: You must use the students PHCA Email Account to access their Google Accounts - such as their email and the Google classroom.