

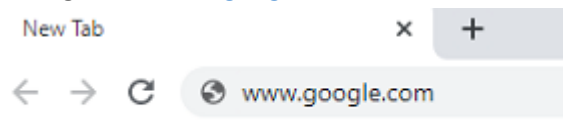
THE COLNE

COMMUNITY SCHOOL & COLLEGE

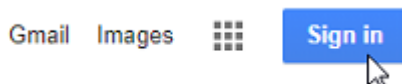
Accessing your School Google account from your home computer

You can log into your Google account on any device with internet connectivity, giving you access to your Gmail, Google Drive and Google Classrooms anywhere in the world.

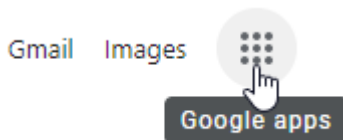
1. On your home computer, load your browser
2. Navigate to www.google.com



3. Click on 'Sign in' at the top of the screen



4. Enter your school email address. E.G. 20SmithJ@colne.essex.sch.uk
5. Enter the password that you use to access the school computers.
6. Once signed in, you can access the Google Apps by clicking on the 9 dots in the top right corner.



Known Issues

A home computer may already be signed into a personal Google account. You can add multiple Google accounts to a browser:

1. Click on the account icon in the top right corner
2. Click on 'Add another account' and sign in with your credentials.

IMPORTANT:

If you open a new tab in your browser, it will switch to the default Google account. You will need to switch to your Colne account each time otherwise you will have issues accessing your school account.

