

# Student Google Accounts

## Account Activation

A student's Google Account within the DVUSD Google Domain will be activated once the following steps have been completed.

1. Internet Agreement has been returned and signed by parent/guardian approving access to the internet from the DVUSD network
2. COPPA Agreement (students in grades K-8) has been returned and signed by parent/guardian providing consent
3. Registrar has marked "Y" for Internet on the Other Information page in Power Schools
4. The student's account will be active the day after the registrar has marked the student's Power School page

## Account Access

Students can access their DVUSD Google Accounts by going to Google and logging in with their district email (Gmail) and student ID.

1. Go to Google (<https://myaccount.google.com>) or use the shortcut on the DVUSD Start Page (<http://start.dvusd.org>)
2. Click Sign In
3. Students will enter their DVUSD Email (Gmail)  
(first letter of first name, first letter of middle name, first 3 letters of last name, last 3 numbers of student ID number, @learner.dvusd.org)  
SAMPLE: Ivan Mark Smarte ID Number 123456  
Email would be: [imsma456@learner.dvusd.org](mailto:imsma456@learner.dvusd.org)
4. Students will enter their student ID as their password



Drive

## Account Storage (Drive)

Students are encouraged to use their Google Drive storage in place of the district server storage. Students have unlimited storage space in their Google drive.

1. Students can click on the Apps Icon (looks like a grid or waffle)  in the upper right corner.
2. Click on the Drive icon (looks like a triangle)
3. My Drive has the items created by the student.
4. If a student clicks on "Shared With Me" in the left menu bar, they will see items shared with them by others.



## Account Email

Students will have an email account. Students in 8<sup>th</sup> grade and lower will only be able to send and receive email from those within the DVUSD Google domain.

*NOTE: Teachers/Staff do not have Gmail with their DVUSD Google Domain accounts. They will continue to use Groupwise.*

Training for Gmail: <http://learn.googleapps.com/products/gmail/#/list>



## Google Docs

Students can create, share, and store documents with Google Docs. When a document is shared, students can work together on the same document.

Training for Google Docs: <http://learn.googleapps.com/products/docs/get-started/>



## Google Sheets

Students can create, share, and store spreadsheet documents with Google Sheets.

Training for Google Sheets:  
<http://learn.googleapps.com/products/sheets/get-started/>



## Google Slides

Students can create, share, and store slide presentations (like PowerPoint) with Google Slides.

Training for Google Slides:  
<http://learn.googleapps.com/products/slides/get-started/>

More Training Resources can be found at: <http://learn.googleapps.com/>

