








# Need an Email Account?

## Step-by-Step Instructions to Create an Outlook e-mail Account



1. Go to: <https://outlook.live.com/owa/>
2. Click on the  button located in the middle of the page.
3. Enter your desired username in the [@outlook.com](#) field of the [Create account](#) window.
4. Enter your desired password in the [Create a password](#) field. Then click the  button.
5. Enter your first and last name in the corresponding fields of the [Create account](#) window.
6. Enter your country/region and date of birth in the corresponding fields of the [Add details](#) window. Then click the  button.
7. Next, type the message from the picture displayed on the left-side of the [Create account](#) window into the [Enter the characters](#) you see field.
8. If the message submission is successful, you will get a [Hi \(your name\)](#) message in the middle of the screen. Click the  button on the right side of the message window.
9. Enter your language and time zone in the corresponding fields in the [Set-up](#) window. Click the  button. 
10. Skip [Choose your theme](#) and [Optional settings](#) windows by clicking the button until prompted with your new email address.  
Click the  button.

**Congratulations! Your Outlook account has been successfully created.**


Email: \_\_\_\_\_

Password: \_\_\_\_\_

# Need an Email Account?

Step-by-Step Instructions to  
Create a FREE Yahoo e-mail Account



1. Go to: [www.yahoo.com](http://www.yahoo.com)
2. Click on the  Mail button located on the top-right hand corner of the Yahoo home page.
3. Click on the **Create Account** button located on the right-bottom corner of the screen.
4. On the [Sign up for Yahoo Mail](#) page, enter your first name, last name, your desired email address, desired password, phone number, date of birth, and gender (optional) in the corresponding fields. Then click the button **Continue** located at the bottom of the page.
5. Click the **Text me a verification code** button to receive a verification code via text to your phone.
6. Enter the verification code into the empty field located under your numerical phone number. Then click the **Verify** button located at the bottom of the page.
7. Next click the **Continue** button located at the bottom of the [Congratulations](#) page.

[Congratulations! Your Yahoo account has been successfully created.](#)

Email: \_\_\_\_\_

Password: \_\_\_\_\_



# Need an Email Account?

Step-by-Step Instructions to  
Create a FREE Gmail Account



1. Go to: <https://www.google.com/gmail/about/#>
2. Click on the **Create an account** button located on the left-bottom corner of the Gmail home page.
3. On the [Create your Google Account home page](#), enter your first name, last name and username of your choice into the corresponding fields.
4. Create your password of 8 characters or more in the [Password](#) field and enter it a second time in the [Confirm](#) field. When finished, click on the **Next** button to proceed.
5. On the [Welcome to Google](#) page, enter your phone number (for password recovery purposes), date of birth, and your gender in the corresponding fields. When finished, click on the **Next** button.
6. Click the **Send** button to verify your phone number. You will immediately receive a verification code via text; enter it into the [Enter Verification Code](#) field. When finished, click on the **Verify** button.
7. If phone number is successful, you will be offered more Gmail services. Click on the [Skip](#) button at this time. You may add other features at a later time.
8. On the [Privacy and Terms](#) page, read the disclaimer (use the scroll on the right side of the page) and click the **I agree** button when finished.

[Congratulations! Your Gmail account has been successfully created.](#)

Email: \_\_\_\_\_ Password: \_\_\_\_\_