
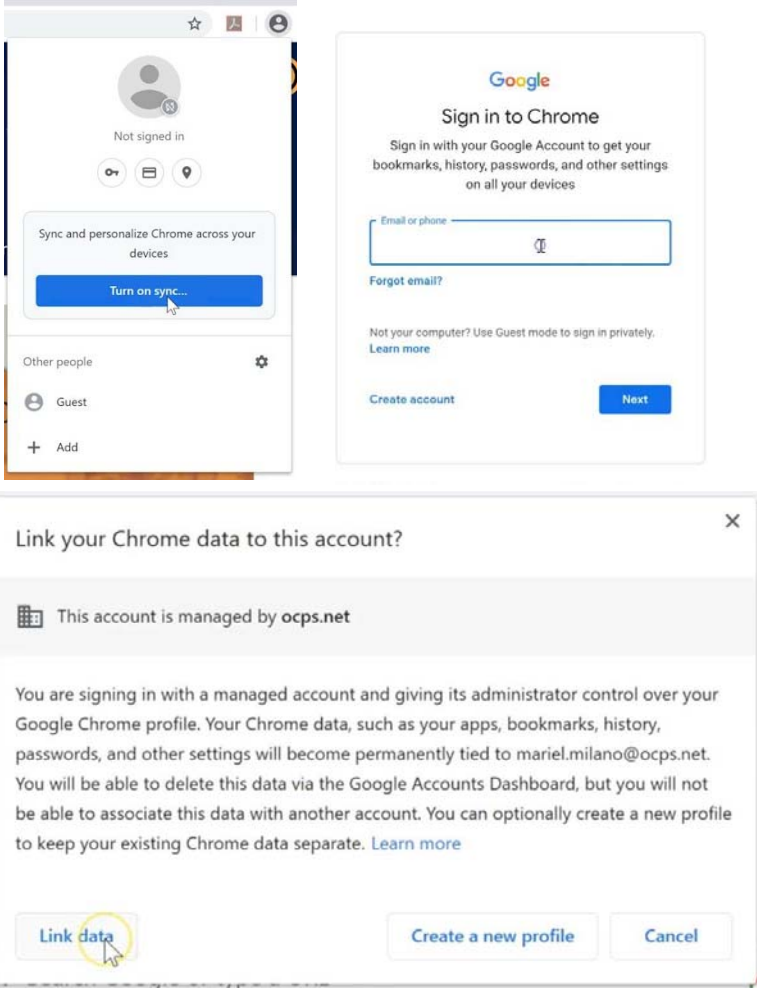


# Accessing OCPS Email from Laptop

GSuite for Education is the OCPS online storage, production, and collaboration platforms for students. Student Google accounts are provided by OCPS upon registration.

1. Open the <b>Google Chrome browser</b> .	
2. Login to the <b>Google Chrome browser</b> with an <b>OCPS account</b> , if you have not already.  <b>Note:</b> <ul style="list-style-type: none"><li>Logging in to the Chrome browser will automatically install the Save to Google Drive and Google Mail Checker browser extension.</li></ul>	
3. Go to <a href="#">Google</a> once you are logged in using the steps above.  In the top right corner, click on "Gmail" to access their school email.	