1. Touch the **Settings > Add account > Google** to add your Google Apps account.

![Settings screen with Google option]

2. Select **Existing** and enter your full Agnes Scott email address as your username and your password. (username@agnesscott.edu)

![Add a Google Account screen]

3. Click Next

4. Touch **OK** to agree to the Terms of Service. The device will sign in to your domain. This process may take a few minutes.
5. You may be presented with additional steps giving you the option to join Google+, opt in to Google Play communications, or set up a credit card to purchase Google Play media. You can choose to set these up or touch Not now.

6. After completing these steps, you should see Account sign-in successful. You can choose which services you want to sync to the device.

7. Setup complete.