



# Villegas Google Email and Password

**Returning Students: Use your *existing* email and password information**

**New Students using Google in Alvord: Follow the directions below to sign into your Google Drive, Google Classroom, and Gmail accounts**

Write your ID # (Student Lunch #)

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First TWO letters of your first name (lowercase)		First FOUR letters of your last name (lower case) <i>If you have two last names, use your first last name</i>				Last FIVE Digits from your student ID				

Use the information from the boxes above to create the identification that goes before - @alvordschools.net

Example: Janet Solis Gonzalez 3355555 Google sign-on would be:

***jasoli55555@alvordschools.net***

\*\*\*Use this sign-on for Google Drive, Classroom, and Email!

## **Starting Password for 20/21 School Year:**

Your Birth Date: Day \_\_\_ \_\_\_ Month \_\_\_ \_\_\_ AUSD

Example: Born January 3rd make sure you put place holders of 0 in front of day and month; Starting Password would be **0301AUSD**

<u>Change Password to:</u>	___ ___	___ ___ ___ ___ ___ ___
	Initials lower case	Full ID Number

Example: Janet Solis Gonzalez 3350545 would be **js3350545**