

CREATE AN E-MAIL ACCOUNT

What is e-mail?

E-mail is a way to send and receive messages online via the internet. Many government services require an e-mail account so they can keep in contact with you. Unlike regular mail, the messages can be sent and received instantly. To use e-mail, you must open an **e-mail account** through an e-mail provider and create an **e-mail address**.

Where can I get an e-mail account?

There are several e-mail account providers. Some of the most common free providers are:



Don't have a phone?

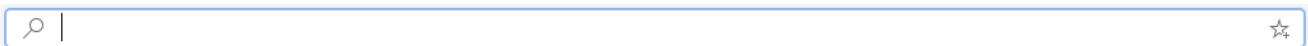
If you do not have a phone, you can get an e-mail address through Yandex Mail (<https://mail.yandex.com/>). Instead of providing a phone number, you will set up a security question so that you are able to access your account if you forget your password. You will click on the **Create an Account** tab and then, after filling out registration info, click on **I don't have a mobile phone** to choose your security question.

1. Open a browser, such as Google Chrome, Firefox, or Edge.

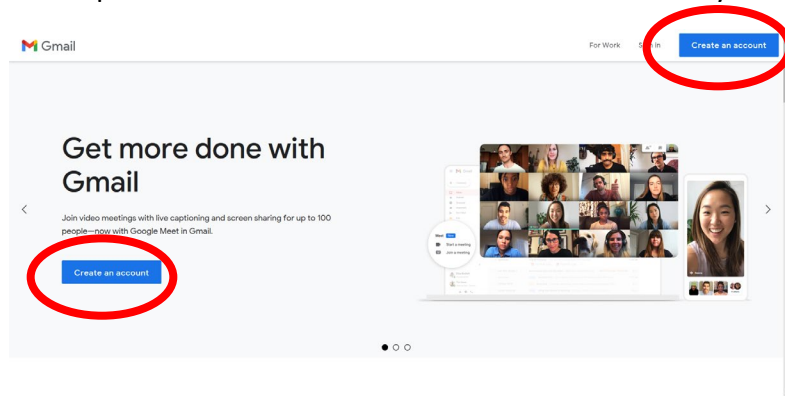


2. In the search bar at the top, type the web address for the e-mail provider you want to use.

- For Yandex (if you don't have a phone), type <https://mail.yandex.com/>
- For Gmail, type: gmail.com
- For Outlook, type: outlook.com
- For Yahoo, type: login.yahoo.com

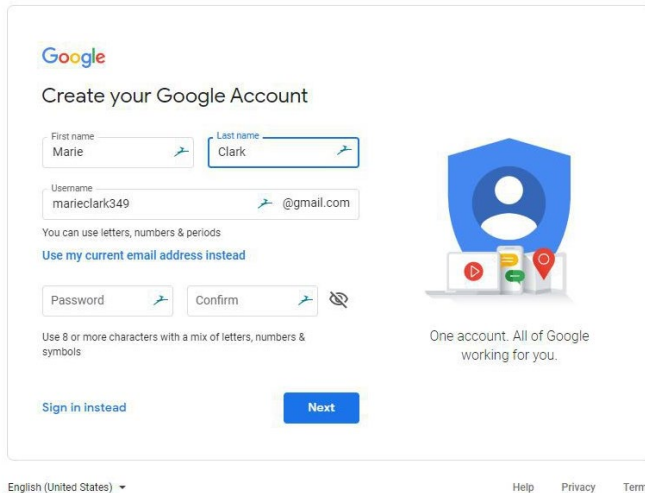


3. Each provider is different. Click on the button that says something like **Create an Account**.



CREATE AN E-MAIL ACCOUNT

4. You will be asked to enter personal information, such as your first and last name. You will need to create a username and password. The username can be anything you want, unless it is already taken by someone else. Make sure you write down your username and password so you do not forget them. You will be asked to re-enter them every time you log in to check messages. Keep your username and password safe from others so your account stays private.



The screenshot shows the Google Account creation interface. It includes fields for 'First name' (Marie), 'Last name' (Clark), 'Username' (marieclark349), and 'Password' (with a 'Confirm' field). A 'Next' button is visible at the bottom right. The page also features a 'Sign in instead' link and a 'Next' button. A blue shield icon with a person silhouette is displayed on the right side of the form.

5. Some providers ask you to verify the new e-mail account. This keeps your information secure. You will receive a text message at the phone number you entered when creating the account. Type the verification number into the computer and click **Verify**.

6. You will be asked to read through privacy terms and conditions. You must agree for the e-mail account to be created.

7. After you have completed all of the steps for creating the e-mail account, you can begin sending and receiving messages.

