

Signing into Google Chrome will ensure you have the best experience of GSuite. If you do not have Google on your device search for google chrome and install. Look for the chrome icon. All GSuite apps work more effectively when using Google Chrome as your browser. This will also ensure you have the correct permissions to complete the Daily attendance form as required by the Scottish Government. Click on the <u>Signing into Google Chrome</u> link for a short video demonstration.



Use your gw.. @ab-ed.org username and password to sign in.

Google	
Sign in	
Use your Google Account	
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Forgot email?	_
Not your computer? Use Guest mode to sign in privately. Learn more	
Create account Next	



This icon here should now have changed to show your chosen icon for your username in google.

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The next thing to do is to ensure 'Sync' is on. Click this symbol next to the 3 dots and follow the instructions to ensure sync is on (The Lochside badge here is for reference – your personal chosen icon/photo will appear here.

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Your chosen icon will appear as per the picture.