



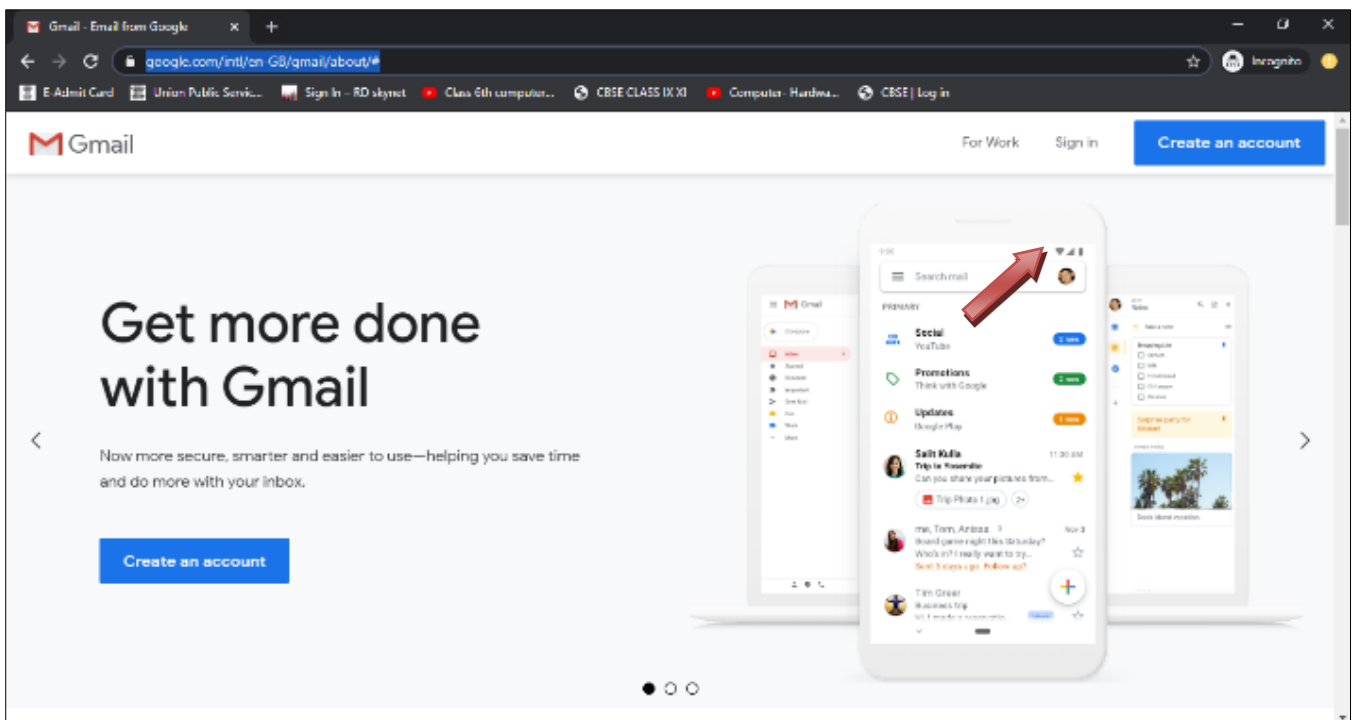
PROCEDURE FOR CHANGING / RESETTING PASSWORD FOR YOUR EMAIL ACCOUNT CREATED UNDER OUR SCHOOL DOMAIN)

Before accessing Google Class Room you must change your email password

STEP 1: OPEN ANY BROWSER

Suggested Browsers:

- (i) Google Chrome Version 81.0 and above.
- (ii) Mozilla Firefox Version 68.0 and above



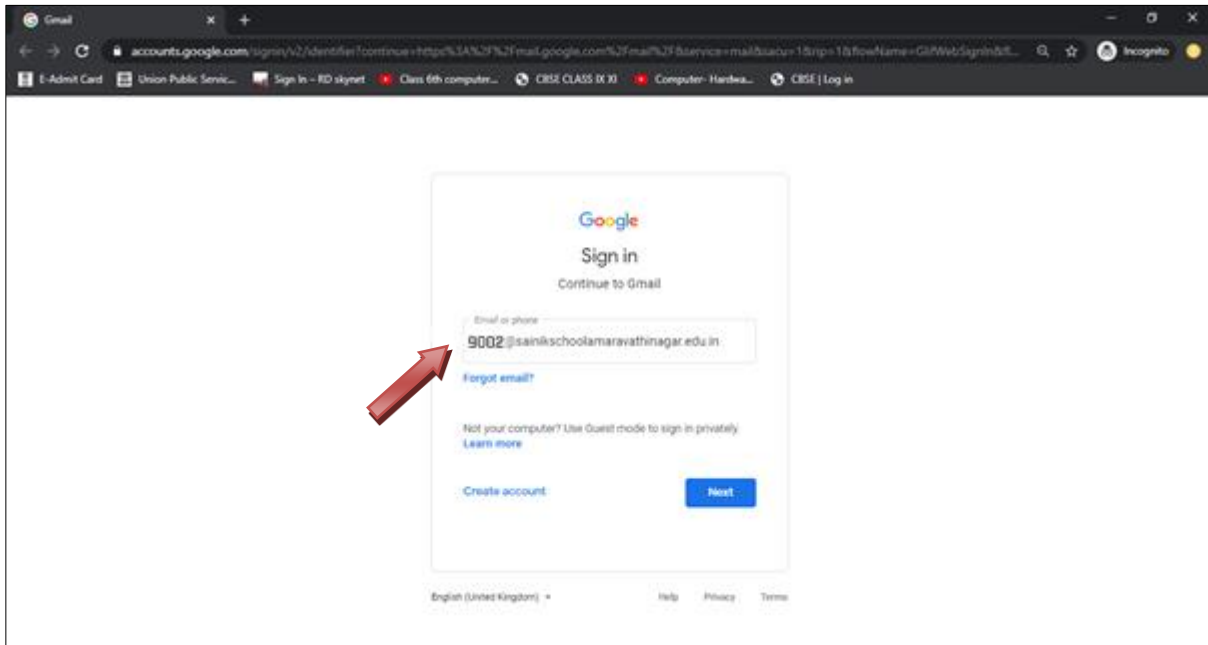
STEP 2. LOG-IN TO GMAIL.COM AND CHANGE/RESET THE PASSWORD

- (i) : Open Web browser and type <http://www.gmail.com> Click “Sign In”

(ii) Log-in Page will open (Shown below).

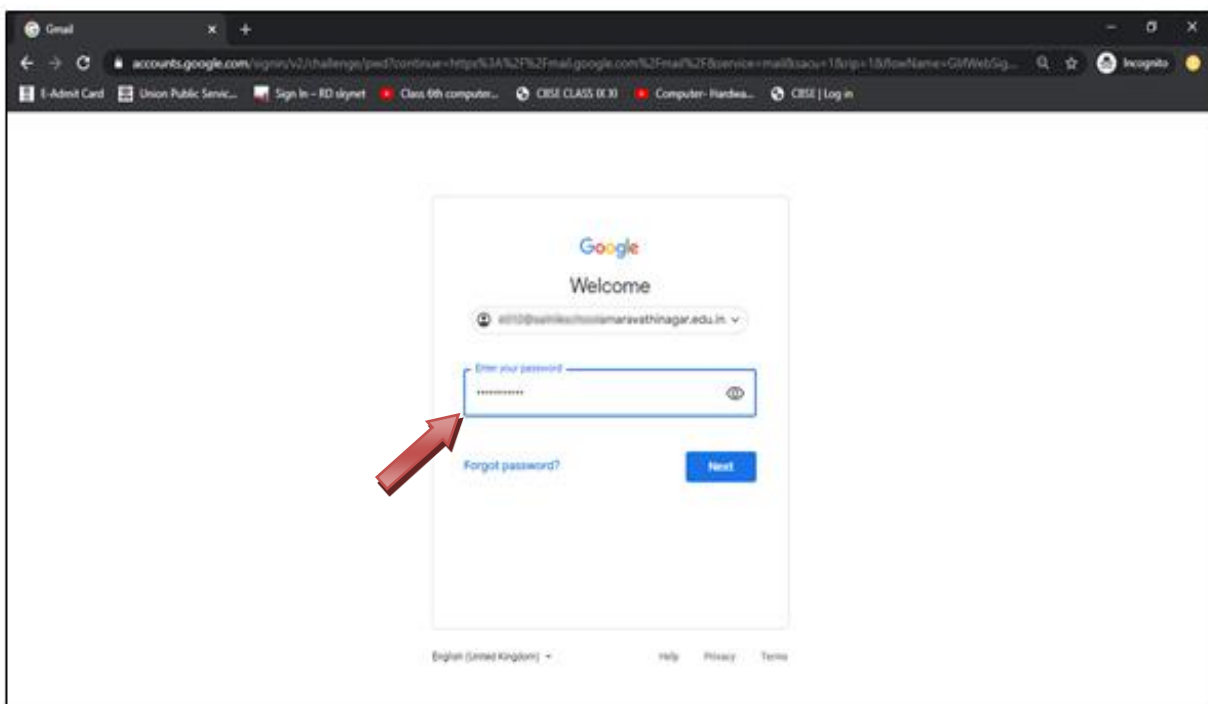
(iii) Type the same domain email id as username as received by you (Uolo App / SMS)

(Ex: 9002@sainikschoolamaravathinagar.edu.in)



Click on Next button.

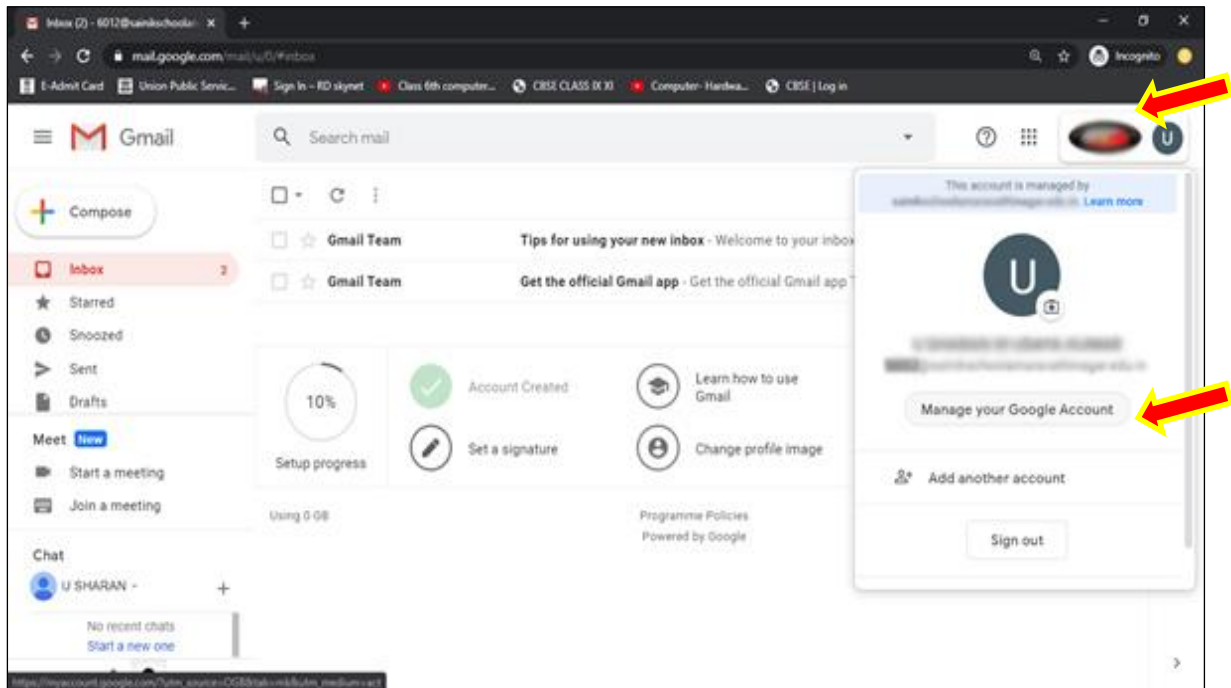
(iv) Type the same password as provided by your teacher or SMS / Uolo App for log-in on domain email id.



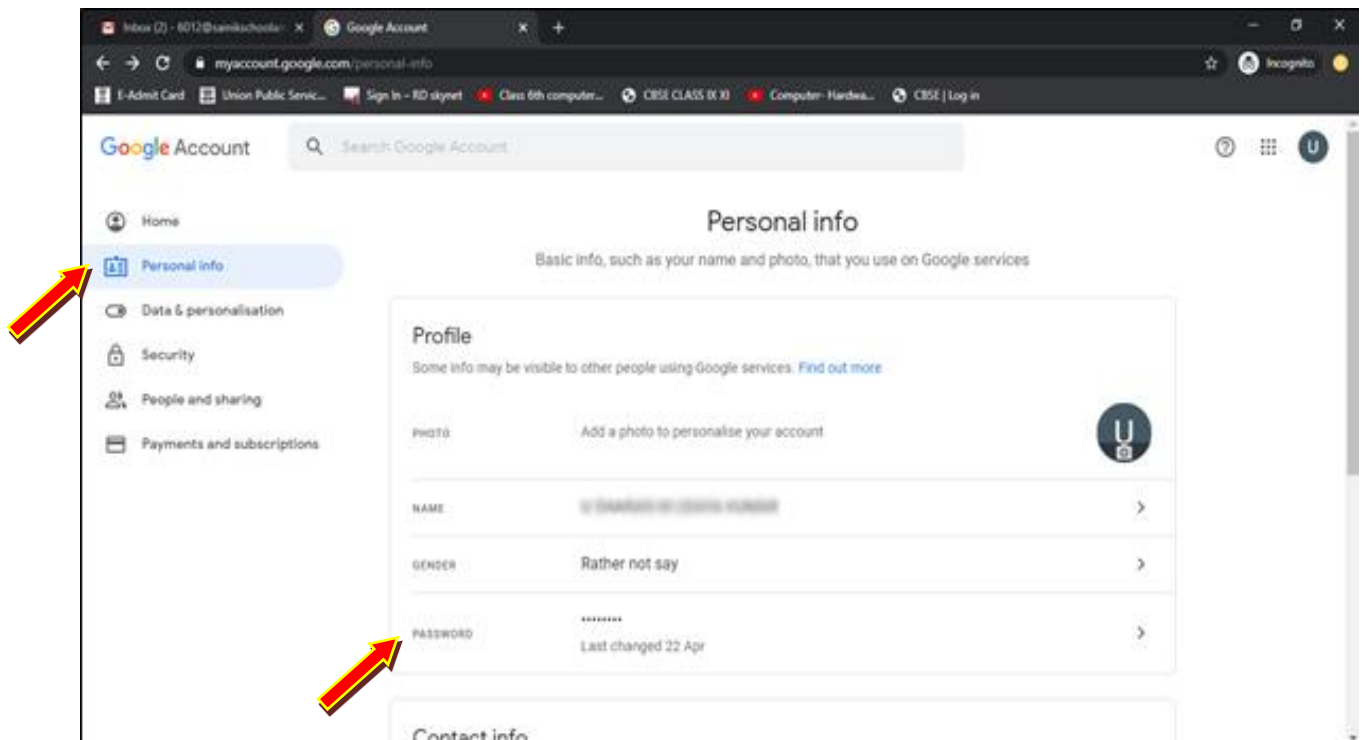
Click on Next button

(v) After logged in your email account, top right corner you find our School Logo.

(vi) Click the School Logo Icon and choose Manage your Google Account.

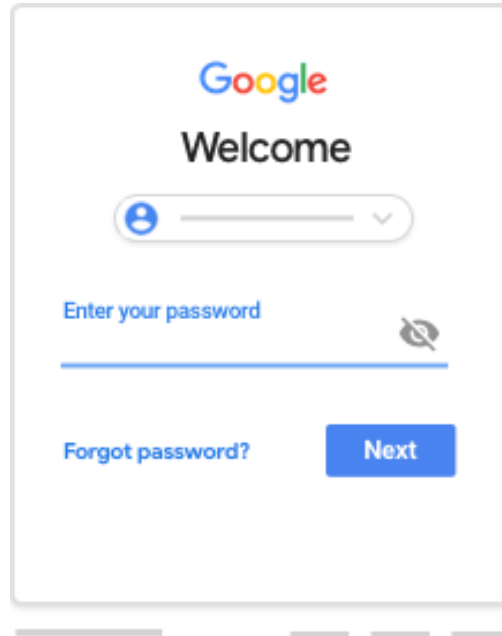


(v) Select Personal Info



Select Password field → It will ask you to enter current password which is received by SMS /Uolo App)

(v) Enter your current password



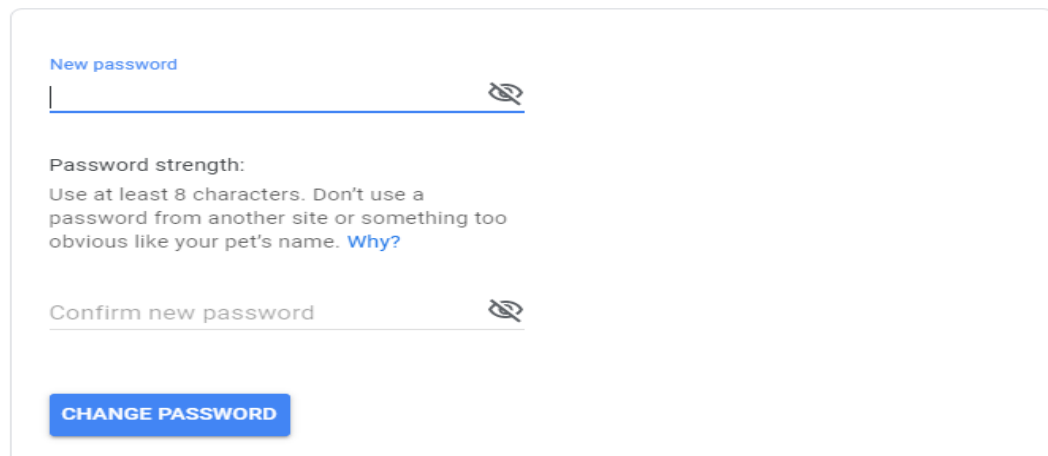
The screenshot shows the Google account password entry screen. At the top is the Google logo and the word "Welcome". Below that is a dropdown menu with a person icon and a downward arrow. Underneath is a text input field labeled "Enter your password" with a blue underline and a toggle icon on the right. At the bottom left is a link "Forgot password?" and at the bottom right is a blue button labeled "Next".

(i) Enter your new password twice (ideally keep it same as domain email id for easy remembrance) and click Change Password.

← Password

Choose a strong password and don't reuse it for other accounts. [Learn more](#)

Changing your password will sign you out of all your devices, including your phone. You will need to enter your new password on all your devices.



The screenshot shows the password change form. It has a text input field labeled "New password" with a blue underline and a toggle icon on the right. Below that is a "Password strength:" section with the text: "Use at least 8 characters. Don't use a password from another site or something too obvious like your pet's name. [Why?](#)". At the bottom is another text input field labeled "Confirm new password" with a blue underline and a toggle icon on the right. At the very bottom is a blue button labeled "CHANGE PASSWORD".

(ii) Click on logout option.