

How to activate your Gmail@Brown account

- 1. Go to myaccount.brown.edu
- 2. Select Log in and Manage Account
- 3. Type in your username and password (same one you had for your secondary application)
- 4. A profile page appears with all your information. Scroll to the bottom to see your Brown ID number; you will need this number to set up your email account.
- 5. Scroll back up the profile page and on the left side is a list of options; select Activate your Google Account
- 6. Follow the steps

<u>Note</u>:

- If you are about to graduate from Brown, your account is active; you do not need to reactivate it.
- If you currently have a Brown alumni email (i.e., you graduated prior to this year) and will be setting up a new Brown email, it is suggested to have your Brown email forward to your Brown alumni email because you have your alumni email for life. Questions: Contact the Alumni Help Desk at 401.863.9662 or alumni_help@brown.edu.