

Accessing your Google Account for the First Time

Be certain you are not logged into another Google Account.

Step 1: Using any Browser, initialize your account by going to: <http://google.wrdsb.ca>



The screenshot shows a login page for the Waterloo Region District School Board. At the top left is the school board logo, which features a stylized figure and the text 'WATERLOO REGION DISTRICT SCHOOL BOARD'. To the right of the logo, the text 'Waterloo Region District School Board' is displayed in blue. Below the logo and text, the heading 'Single Sign On' is followed by the instruction 'Please enter your user name and password.' There are two input fields: 'User name:' and 'Password:'. A blue 'Login' button is located at the bottom right of the form area.

Step 2: Login with your PAL / School Connect login

Step 3: Click to agree to the terms

(Note: If your password is changed, you will need to manually re-initialize your Google account by following the above steps)

Logging onto your GAFE Account

1. On any device besides a Chromebook, you can access your account by following Steps 1 and 2 above.
2. On a Chromebook (or anytime it asks for an email address rather than a username):
 - a. When you are asked to login with your new Google email address. It will be of the form:
 - For teachers:
username: <[first last](#)>[@googleapps.wrdsb.ca](#) e.g. jane_doe@googleapps.wrdsb.ca
password: PAL
 - For Students:
username: <[sc username](#)>[@googleapps.wrdsb.ca](#) e.g. doe9753@googleapps.wrdsb.ca
password: School Connect password