Creating a Gmail Account to Use in Canvas

Go to Google.com and **sign out** of any Google account that you are presently signed in to. Then click on Sign In.

Click on **Use another account**.
Click on **Create account**.

Type your first and last name where indicated. Then click on **Use my current email address instead**.

Click on the **Next** button. Once you have completed the sign up, you will receive an email for verification. Once you have verified the Touro email address, you can add the account in Canvas.
Log into Canvas and choose **Account/Settings** from the global menu.

Go down to Other Services, **Google Drive**. Click on **Authorize Google Drive Access**.
You will be prompted to choose an account if you have more than one Google account. Choose the Touro account that you just created.

You will need to choose Allow to allow Canvas access to this account.
You should now see the Google Drive in Canvas as a “Registered Service.”

**Web Services**

Canvas can make your life a lot easier by tying itself in with the web tools you already use. Click any of the services in "Other Services" to see what we mean.

- Let fellow course/group members see which services I've linked to my profile

### Registered Services

- Google Drive

### Other Services

Click any service below to register:

- [Skype](#)
- [LinkedIn](#)
- [Twitter](#)

You will need to have your students register their Google Email also for them to use this web service within Canvas.

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