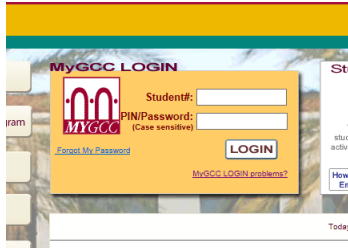
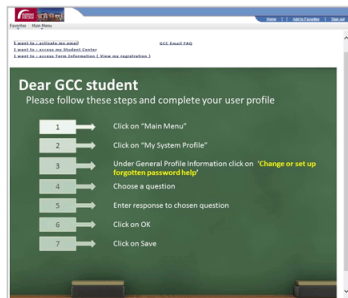


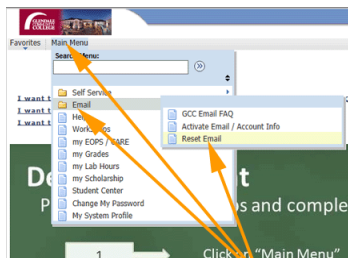
# How to reset your email password



Log into MyGCC



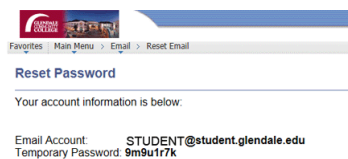
Now you are logged into MyGCC



Click on **Main Menu**

**Email**

and then the **Reset Email** dropdowns



Click on **Reset Password**.

Your Temporary Password will not change but it will reset.

If you have forgotten your email password, you can reset it to the temporary password above by clicking the button below. You will be required to change your password at your next login.

[Reset Password](#)

Google  
One account. All of Google.

Sign in to continue to Gmail

The image shows a sign-in form for a student account. At the top, it says 'STUDENT@student.glendale.edu'. There is a password field with masked characters, a 'Sign in' button, and a checkbox for 'Stay signed in'. A 'Need help?' link is also present. A note at the bottom says 'For your convenience, keep this checked. On shared devices, additional precautions are recommended. Learn more'.

The college email service is provided by **Google Mail**.  
<https://mail.google.com/>

Type in your **entire email address** and your **temporary password**.

If you already have a Google Mail Account you will need to press the *create an account* link to have an additional account for your student email

We also recommend that you **Uncheck** the **Stay signed in** box. This is especially important if you are using a public computer.

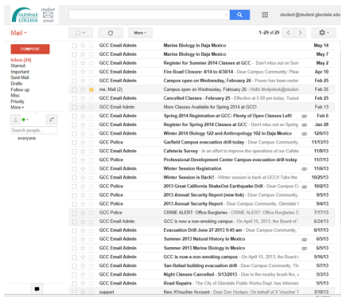
The image shows a dialog box titled 'Please change your password'. It prompts the user to 'Please choose a new password to finish signing in.' and provides a link to 'Read some tips on creating a secure password.' Below the link are two text input fields: 'New password' and 'Re-enter new password'. A 'Change password' button is at the bottom.

Replace your **temporary password** with a permanent one.

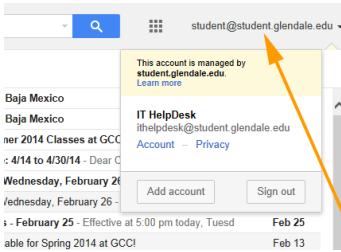
Your **password** must be at least **8 characters** long

Google provides password guidelines

<https://support.google.com/a/answer/33386?hl=en>



You are now logged into your **GCC email account**



When you are done checking your email be sure to **Sign out**. To do this click on your **email address in the upper right hand corner** and click the **Sign out** button