

How to create a gmail account to access YouTube

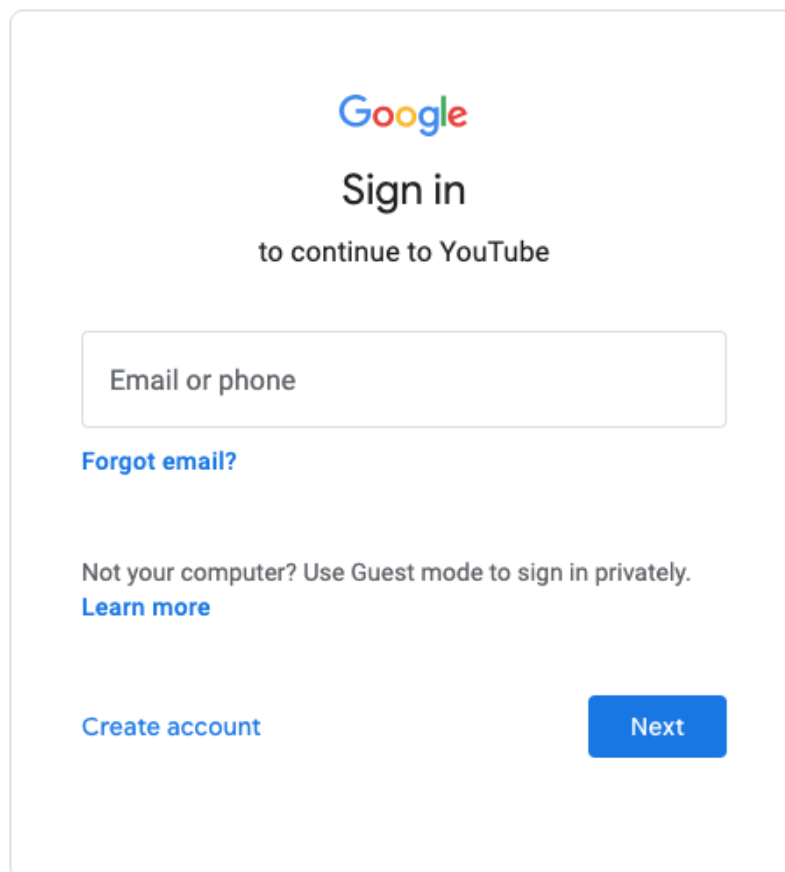
To access private videos on a YouTube channel you must have an account on YouTube. There are multiple ways to create one and in this guide you will learn the process if you are creating an email address through YouTube's parent company google.

Before you undertake this process please be aware some LCC run networks do not allow access to the gmail servers. Please double check with your IT department if you are unsure. If you cannot access their servers please proceed with the steps on "How to create a YouTube account with a pre-existing email address."

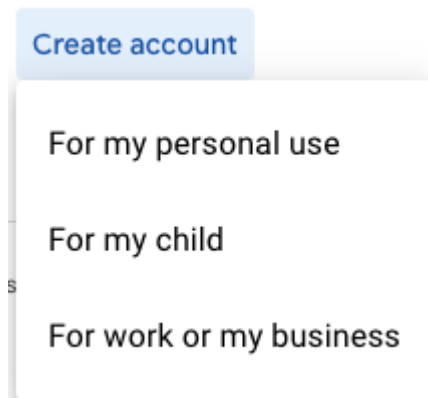
1. Navigate to [YouTube.com](https://www.youtube.com) on your web browser.
2. Once on the home page there will be a sign in button on the top right corner (see below)



3. You will be redirected to the log in screen (see below). In the bottom left corner there is a hotlink titled "Create Account".

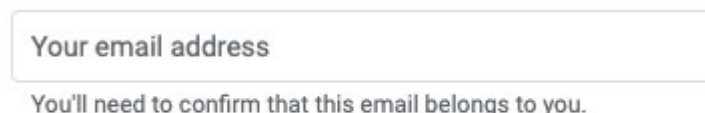
A screenshot of the Google sign-in page for YouTube. At the top center is the Google logo in its multi-colored font. Below it, the text "Sign in" is displayed in a large, black, sans-serif font, followed by "to continue to YouTube" in a smaller, black, sans-serif font. A white rectangular input field with a thin grey border contains the placeholder text "Email or phone". Below the input field, the text "Forgot email?" is written in a blue, sans-serif font. Further down, the text "Not your computer? Use Guest mode to sign in privately." is shown in a grey, sans-serif font, with "Learn more" in blue below it. At the bottom left, the text "Create account" is written in a blue, sans-serif font. At the bottom right, there is a solid blue rectangular button with the word "Next" written in white, sans-serif font.

- Clicking on that will take you to a drop down selection where you can select
“For my personal use,
For my child
For work or my business”



The image shows a blue button labeled "Create account". Below it is a white dropdown menu with a light blue border. The menu contains three options: "For my personal use", "For my child", and "For work or my business".

- Select “For work or my business” from the drop down and you will be taken to the sign in screen. First fill the first & last name of the account. **Note: This will be what your account’s profile name will appear as, for example; if you wanted to name your account “Lancashire County Council” you would use “Lancashire” as your first name and “County Council” as the last name.**
- Once the name of your account has been filled in click on the hyperlink “Create a new g-mail address instead”. You should notice that the “Your email address” bar has changed to a “username bar”



The image shows a white input field with the placeholder text "Your email address". Below the field is the text "You'll need to confirm that this email belongs to you."

- [Create a new Gmail address instead](#)



The image shows a white input field with the placeholder text "Username" and "@gmail.com" on the right side. Below the field is the text "You can use letters, numbers & periods".

- [Use my current email address instead](#)

- Enter the username you would like your email address to be. The email address you create will be used by any users inviting you to view a private video. The email address will also be used to log in to YouTube. **Note: As with any email address/username this must be unique, if you enter one that is already in use the form will not let you proceed.**
- Finally enter a password for the account into the “password” box and confirm it by typing it again in the “confirm” box. Finally click “next”
- On the next screen you can enter a phone number (primarily used for 2 factor authentication) and a recovery email address (in case you need to reset your password.)

10. Enter a date of birth into the correct fields (this is just to confirm the account is for a user of a legal age.
11. Finally for this screen enter a gender (you can enter “rather not say” if you don’t want to enter your actual gender)
12. Next are the personalisation settings, for a simpler set up choose “Express personalisation” then click next.
13. On the “Confirm personalisation settings and cookies” screen scroll to the bottom and click confirm. Then agree to the “Privacy and terms”
14. On the final screen you can click continue to set up your business account or click “not now” to bypass this step and finish the account set up.

Once this is finished your account is complete. You can now request access to any private videos once invited by the user. To view any invites visit the gmail inbox via mail.google.com or googling gmail and clicking the first link.