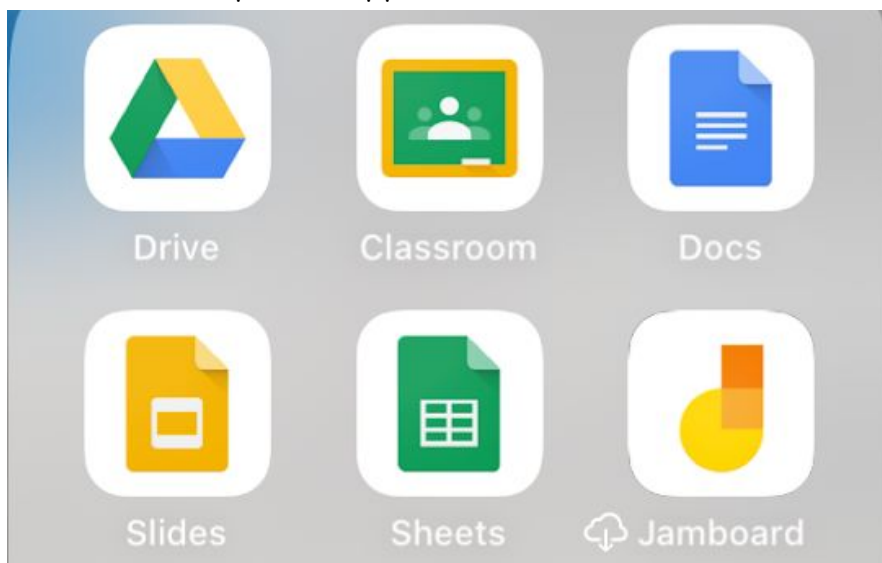


Accessing G Suite on a mobile/tablet

1. To access the G Suite applications on a tablet or mobile phone, you will need to install the app. The app can be found in your device's app store (e.g. Apple AppStore or Android PlayStore). Search for the following and install. All apps are free.
 - a. Google Drive
 - b. Google Classroom
 - c. Google Docs
 - d. Google Slides
 - e. Google Sheets
 - f. Jamboard
2. Once installed, open the app



3. Type in your GLOW username followed by @mc.glow.scot, then select 'Next'.



Sign in

Use your Google Account. You'll also sign in to Google services in your apps.

Email or phone

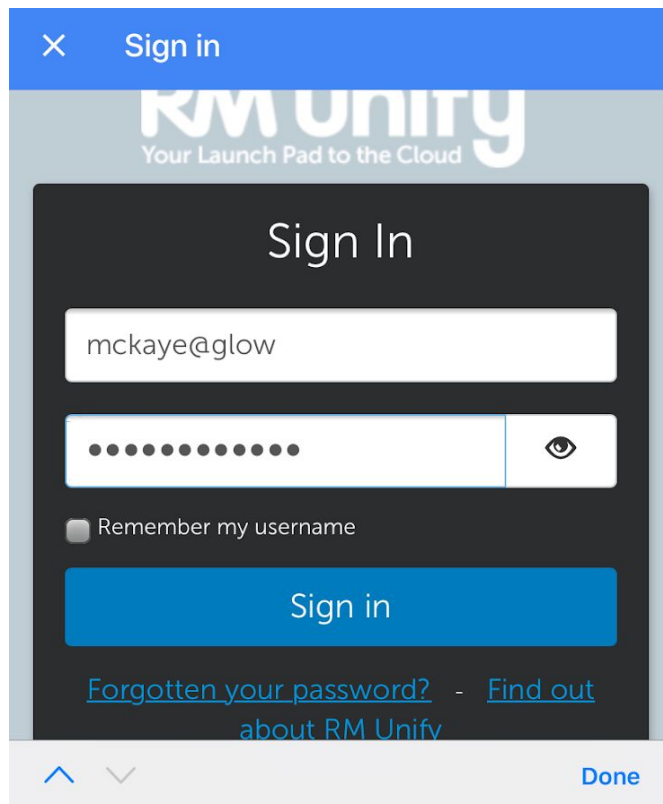
mckaye@mc.glow.scot

[Forgot email?](#)

[Create account](#)

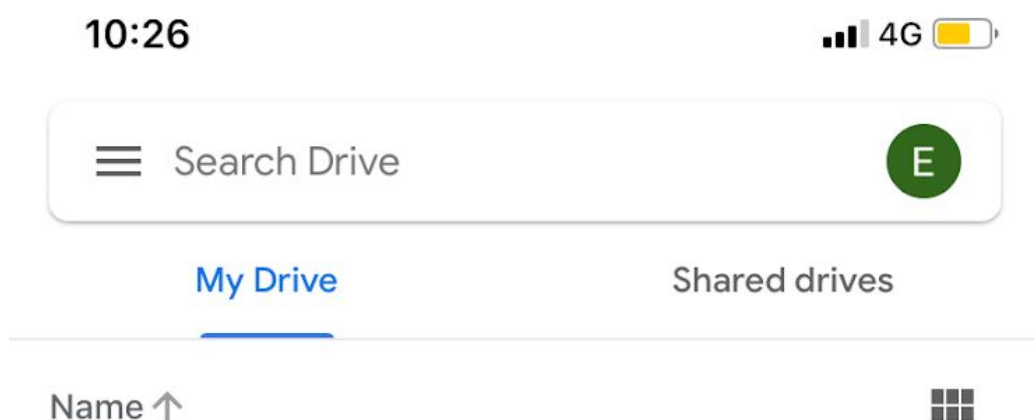
Next

- This will then launch the RM Unify homescreen.





Type in your GLOW username followed by @glow and your GLOW password. Select 'Sign in'.

- This will then take you to the application page.
- Once logged in to one application, the account should link to all of the other apps you have installed from G Suite. You will not need to sign in each time you open in the app.
- In order to sign out of the G Suite, you will need to remove the account from the device. Select your profile picture or initial in the top right hand corner of the app (this example is shown in Google Drive).



8. Then select 'Manage accounts on this device'

-  Add another account
-  Manage accounts on this device

[Privacy Policy](#) • [Terms of Service](#)

9. Then select 'Remove from this device'

Manage accounts

 **E McKay**
mckaye@mc.glow.scot

Remove from this device

10. Then select 'Remove'. This will log you out of all of the applications. If you wish to sign in to the application again, simply open the application and sign in following the above instructions.

Remove account mckaye@mc.glow.scot?

This account and any unsaved data will be removed from Drive and other Google apps on this device.

[Cancel](#) [Remove](#)
