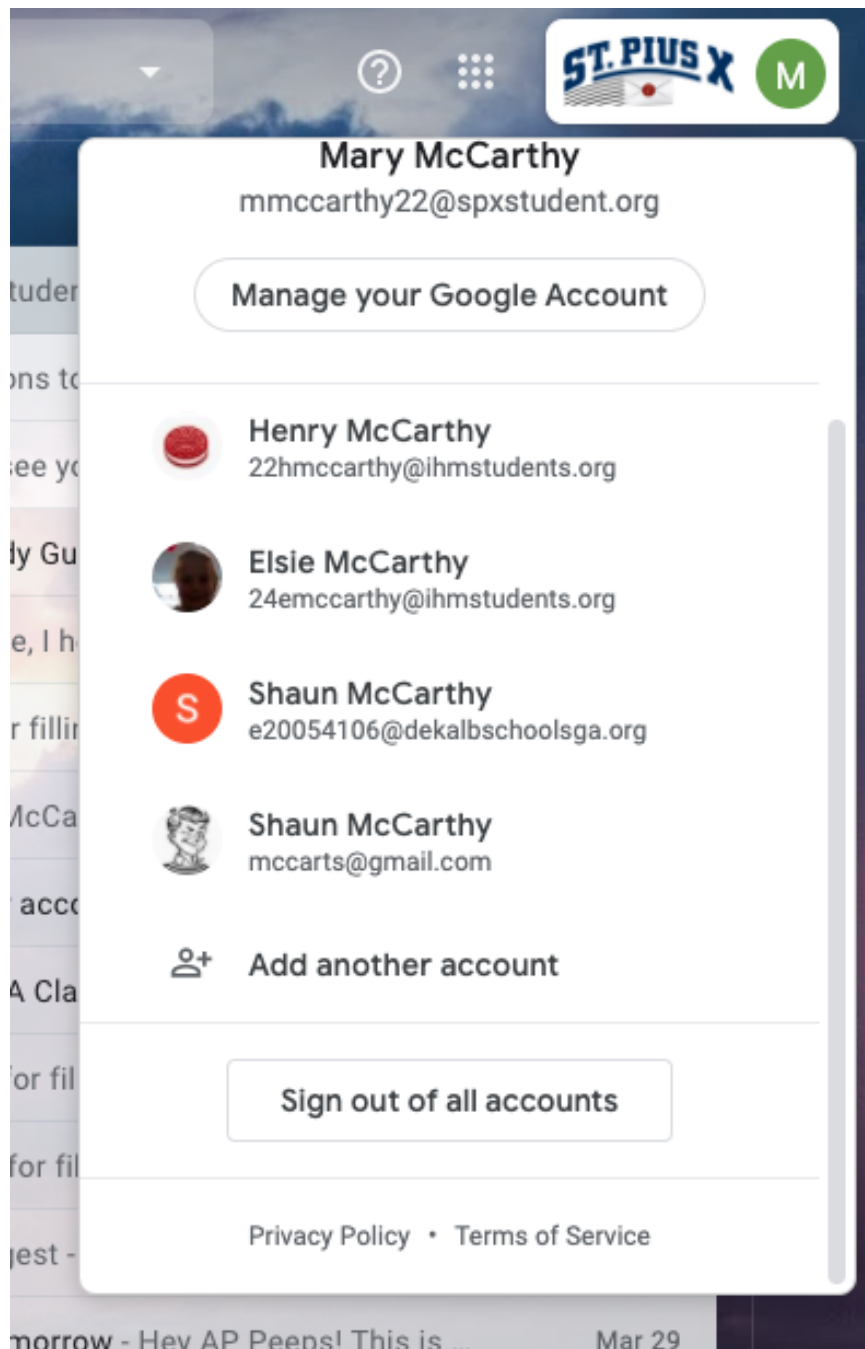# Signing on/off Google Accounts

Many students and families are having trouble accessing Google based learning activities because the device being used is already signed into another Google account. What you'll have to do is sign out and then sign back in your officially registered and protected Dekalb County Schools student account.

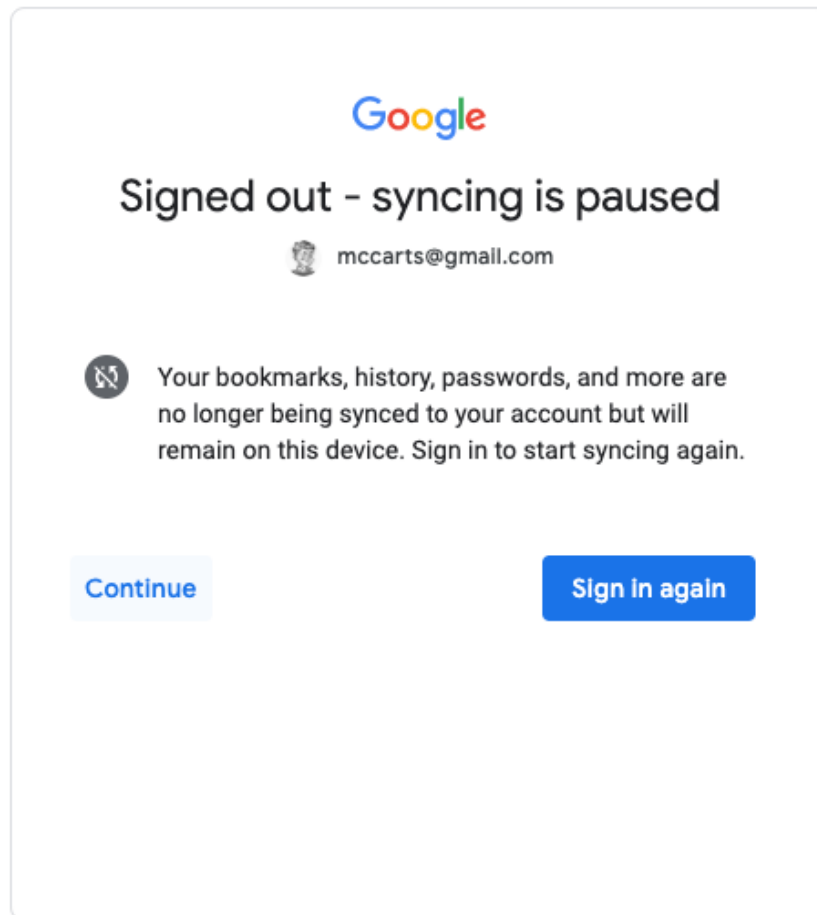Follow the steps below to sign out then sign back in:

1. Look in the upper right corner of a google page and you'll see a circle with either an initial (M) or a picture if one has been uploaded in a google profile.
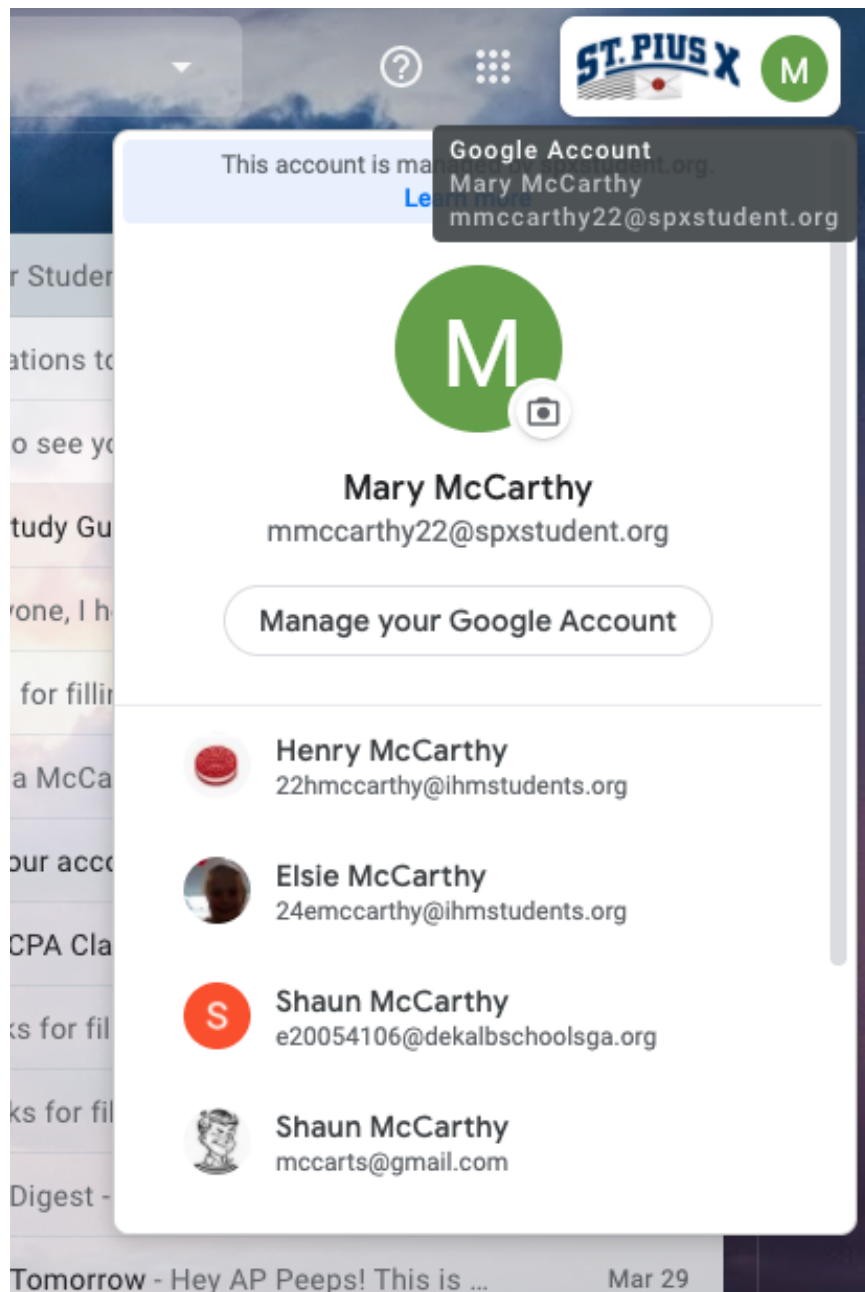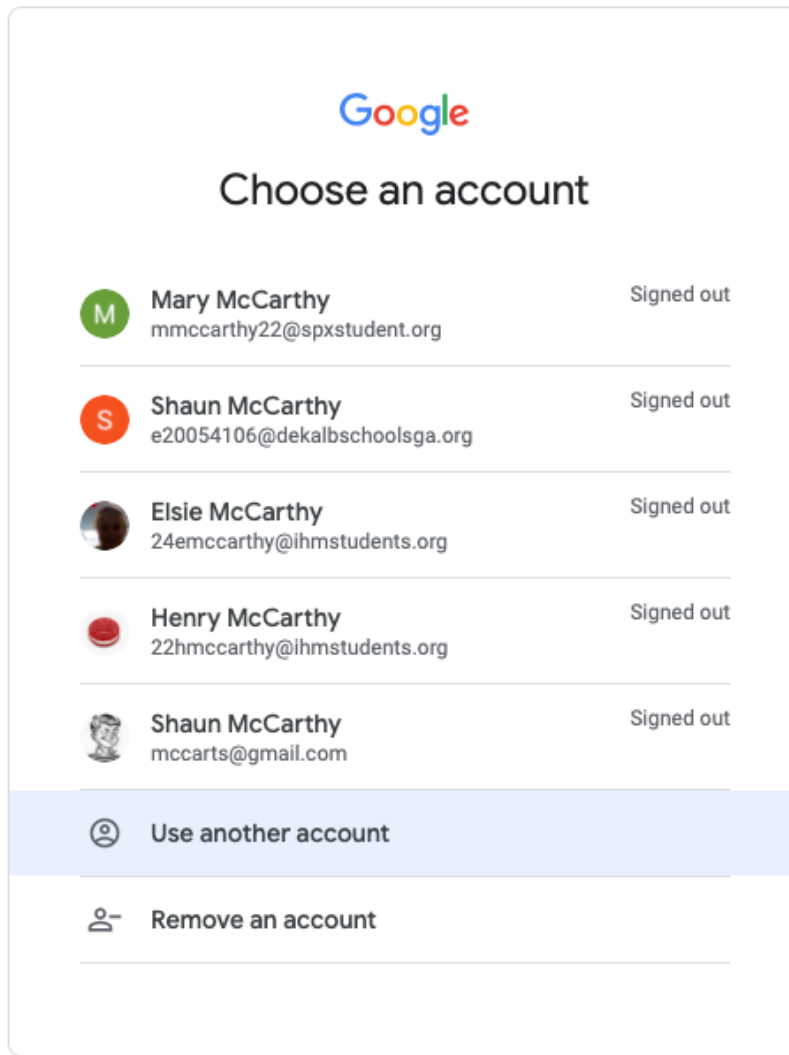
2. In this family's case they have several Google users so they actually need to scroll down to see "Sign out of all accounts". Click on "Sign out of all accounts".

3. Next screen, choose "Continue" (not "sign in again")

4. Next, click "Use another account".

5. Next, Type in the 7-digit student number (include the "s") followed by @dekalbschoolsga.org.

6. The password is "dekalb" + the 2-digit grade number. If in first grade, dekalb01, in fourth grade, dekalb04, etc. Kindergarten is dekalbkk.

Now, the student is signed into Google correctly.