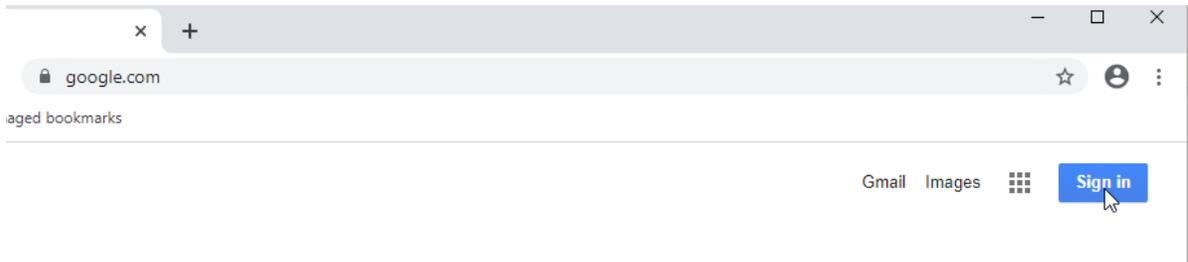


## Learn68 Staff Logon Process

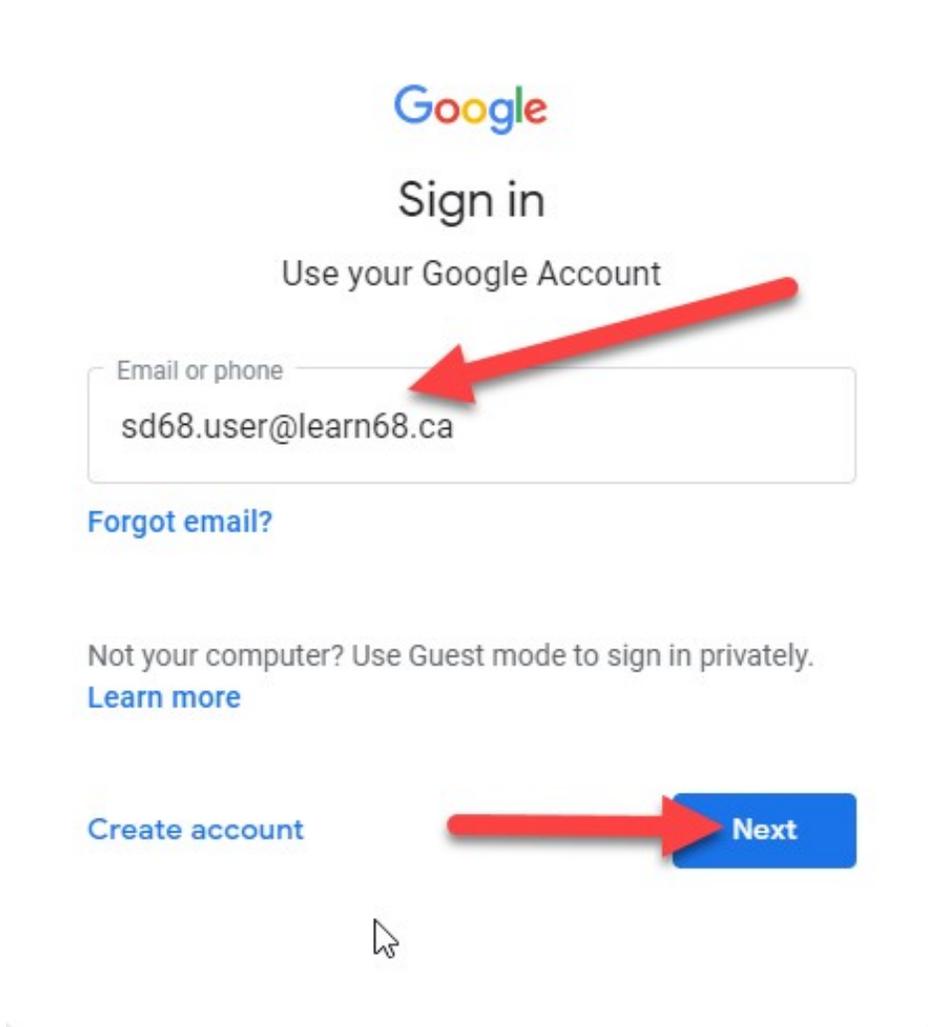
---

Staff are now using their SD68 email address and password to get authenticated for their G Suite access. Users no longer need two separate passwords. The process still begins with entering your Learn68 email address or account i.e. [your.username@learn68.ca](mailto:your.username@learn68.ca).

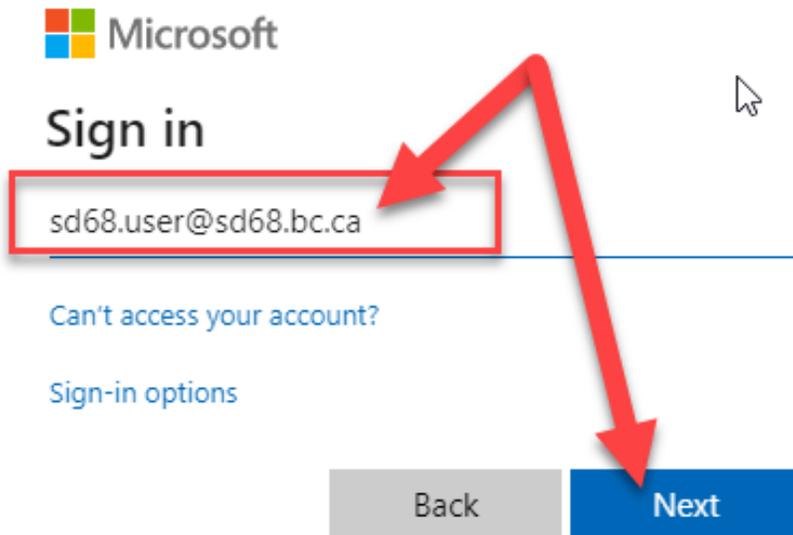
1. Go to [www.google.com](http://www.google.com) to Sign In.



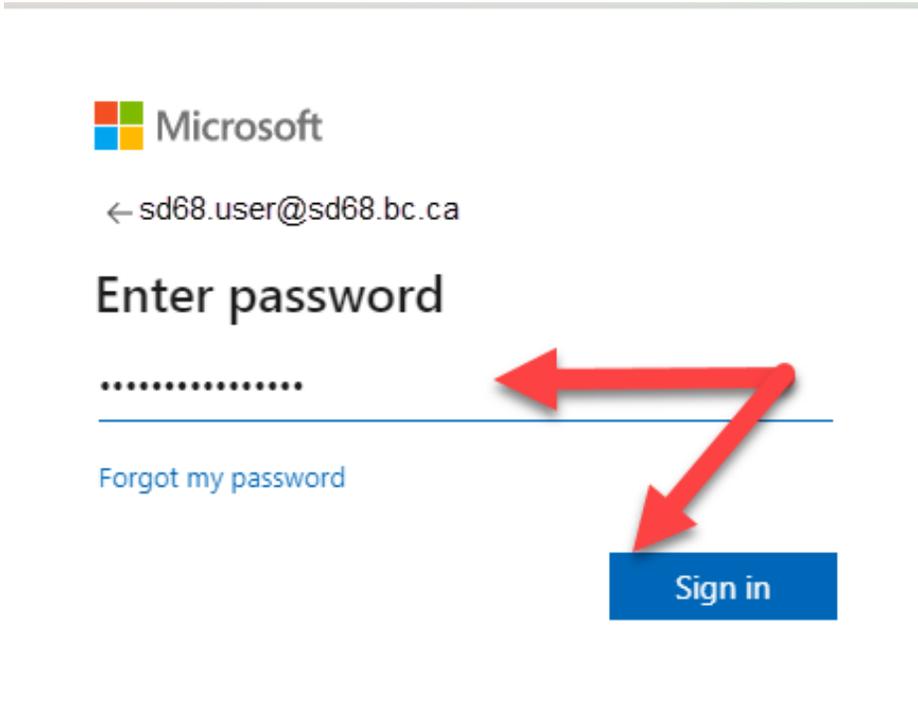
2. Enter your Learn68 email address ([your.username@learn68.ca](mailto:your.username@learn68.ca)) (Google Account) and select **Next**



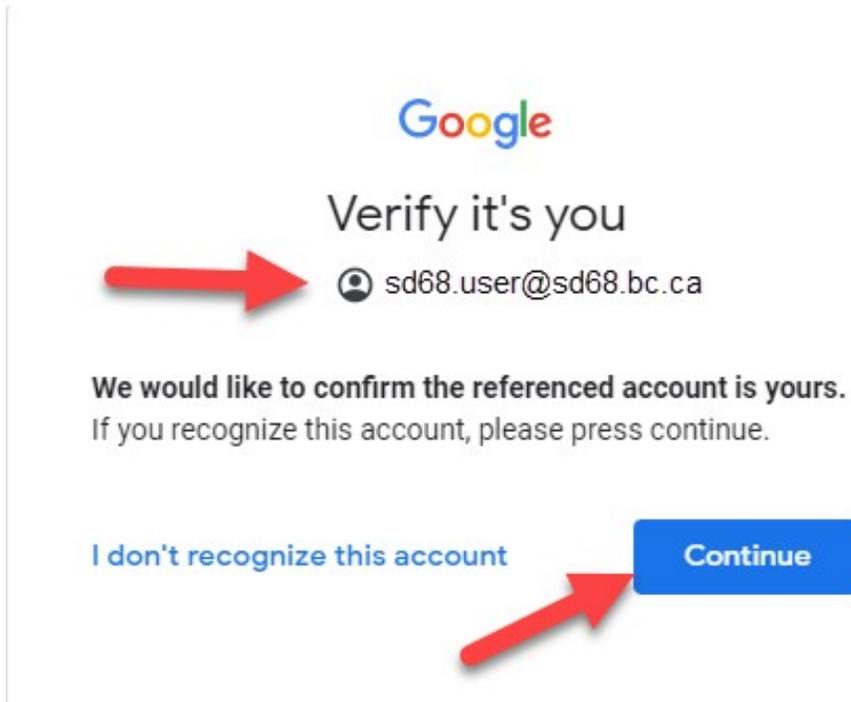
3. Enter your SD68 email address ([your.username@sd68.bc.ca](#)) (Account) and select [Next](#)



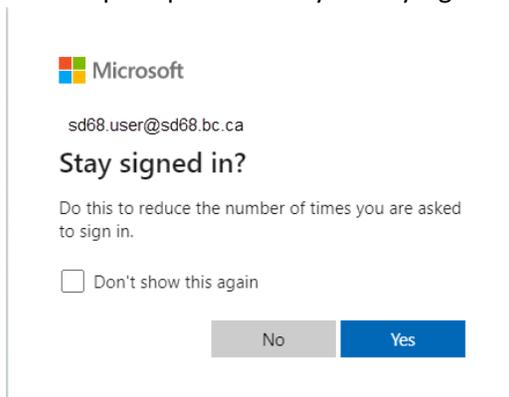
4. Enter your SD68 password and select [Next](#)



5. Verify that it is your SD68 email address (Account) and select [Continue](#)



6. You are prompted to verify to stay signed in. You can select No or Yes.



7. You are now logged into your [Learn68](#) Google Account with your G-Suite access.



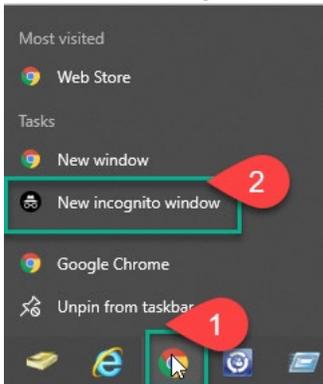
## Troubleshooting

---

If this is an SD68 laptop, ensure that **you are logged onto** the laptop before logging into your Learn68 account. If you are still experiencing issues, use Incognito mode.

### Use Incognito Mode (except for SD68 Chromebooks)

1. If you are still having issues, **Right click** on Google Chrome
2. Select **New incognito window**



3. Type in [www.google.com](http://www.google.com) in the address bar
4. **Sign in** with your Learn68 account

