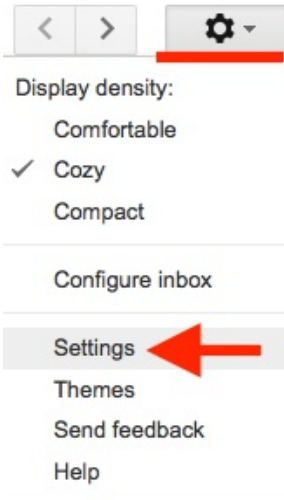


# Creating a Signature

1. Log into Gmail account, by going to google and clicking the "Sign in" button to the right of the 9 dot Google Launcher.

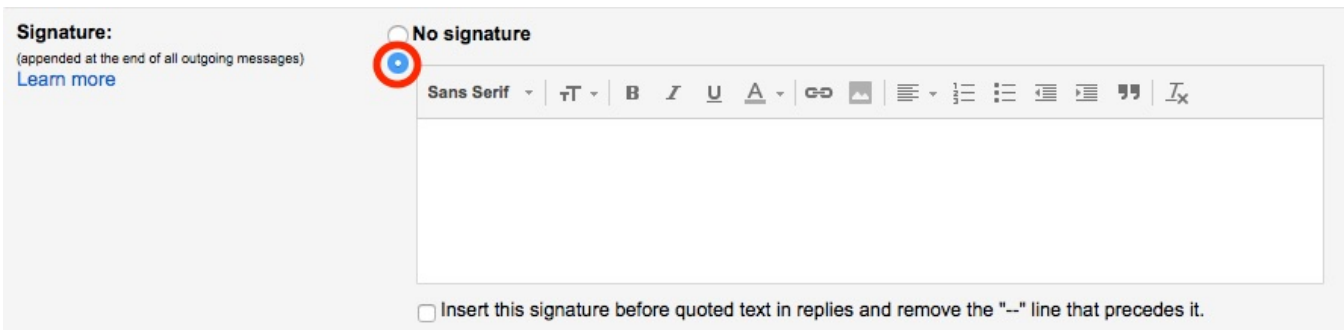


2. Click the settings cogwheel, then click "Settings."



4. Scroll down until you see "Signature" on the left hand side.

5. Select "Signature" by clicking on the circle to the left, then create your desired signature.



7. Click "Save Changes."