



2-1 GMAIL & GOOGLE VOICE SETUP

WWW.DIGITALDOM.COM/REALESTATETOOLS

HELLO MY NAME IS DOM, THANKS FOR DOWNLOADING THIS FREE RESOURCE. I LOVE HELPING REAL ESTATE PROFESSIONALS JUST LIKE YOU BE SUCCESSFUL IN THE DIGITAL WORLD.

2-1 GMAIL & GOOGLE VOICE SETUP FREE GUIDE

This is a free guide for you, however, I have personally spent thousands of dollars on tools and hundreds of hours to bring you the best tips/resources. If this resource helps you, please share with your friends and colleagues. Thanks, enjoy!

Objective: Set Up a Gmail Account and Setup a Google Voice Number

What's the Benefits for YOU: Gmail account unlocks all the google ecosystem (ex. YouTube, Google drive, etc. Setting up a Google Number is easy, free and can be used as a separate Business line.

Time Frame: 30 minutes

Steps with Screen Shots (Difficulty Level = Easy/Intermediate)

This Guide layouts the steps. Page 1-3 Gmail Setup/ Page 4-5 Google Voice Setup

LET'S GET STARTED...Setting up a Gmail account

Step. 1 Go to Google www.google.com , Upper Right Click on "Sign In"

Gmail Images



Sign in

From the Sign In, click on the bottom section "Create an Account"

Create your Google Account

One account is all you need
One free account gets you into everything Google.



Take it all with you
Switch between devices, and pick up wherever you left off.



Name
First Last

Choose your username
 @gmail.com

[I prefer to use my current email address](#)

Create a password

Confirm your password

Birthday
Month Day
Year

Step 2. Fill out all the details

Choose a name for the for the google email.

Your name/email may be taken, do not add numbers or add symbols. Try several different variations of your name or business name. Keep it professional.

DominicMartinRealEstate@gmail.com

Dominic.Martin@_____

DominicCMartin@_____

D.MartinRealEstate@_____

D-MartinRealEstate@_____

In the future, you can setup an email using your own domain (ex. hello@digitaldom.com). If you already have an email, this could be used just for the YouTube Channel, Google Drive, etc.

Bonus Tip: Save your password somewhere. You are going to be using it very often. Next you will need to verify the account using a real phone number.

Verify your account

You're almost done! We just need to [verify your account](#) before you can start using it.

Phone number

ex: (201) 555-0123

How should we send you codes?

Text message (SMS)

Voice Call

[Continue](#)

Once this verified, you are done. You will see a “Welcome” page like the one listed below.

Access apps, check notifications, and edit your account



Welcome!

Your new email address is dominicmartinrealestatepro@gmail.com

Thanks for creating a Google Account. Use it to subscribe to channels on YouTube, video chat for free, save favorite places on Maps, and lots more.

Continue



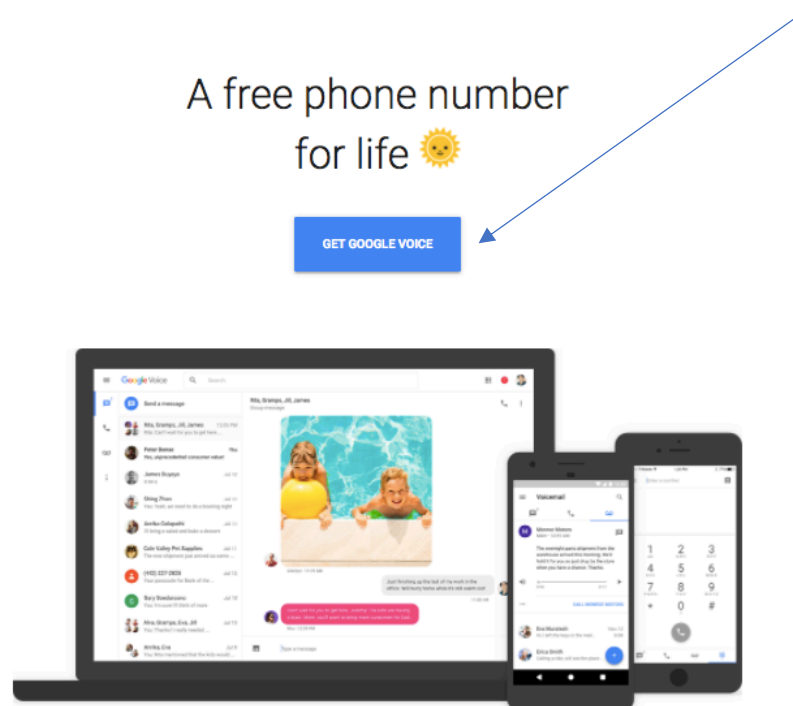
You now have access to the entire Google Eco-System (Gmail, Google Drive, YouTube, etc.)

Now let's setup up a "Google Voice number ...

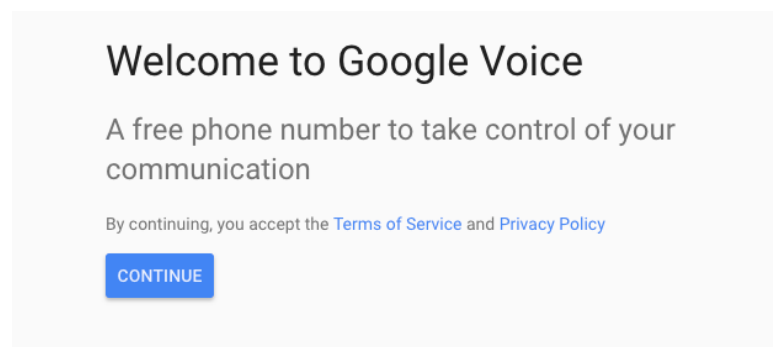
Step 1. Easy way = Click here <https://voice.google.com/u/0/about>

Alternative Way= You can also search from the Google search bar "google voice setup"

You will get to a screen that looks like this. Click on the button, "Get Google Voice".



Click on the dropdown, choose "Web" if you're on a PC/Mac)








Step 2. Type in an "area code" or "zip code" and choose a number. You can see below I chose "562". You can choose 714/949 or any area code that works best for you.

Side note: Google voice does not offer Toll Free/800 numbers. Think about where your clients are located when choosing a number.

Choose a Google Voice number

Search for available numbers by city or area code.

Search	562	×
	(562) 267-9728 La Habra, CA	SELECT
	(562) 372-0894 Downey, CA	SELECT
	(562) 448-6987 La Habra, CA	SELECT
	(562) 245-9709 La Habra, CA	SELECT
	(562) 666-2360 Alamitos, CA	SELECT



Step 3. Verify the Number via text, using the phone you will use to make and receive calls.

All Set. You can now make, receive calls, send/receive texts.

Download the google voice app on your Android or iPhone

Test this number and try it out. Once you are good, you can start distributing the phone number.

Here is the Android Google Voice app link

Here is the Apple iPhone Google Voice App Link

<https://itunes.apple.com/us/app/google-voice/id318698524?mt=8>

You're all set!

Thank you for reviewing this FREE PDF.

If you are interested in going deeper with a personalized 1-1 Digital Consulting & Brand Strategy. I offer customized "All in One", social media management and much more for Real Estate Professionals in the Southern California area.

STEP 1.) Text the word "DIGITAL" to 33222

STEP 2.) Let's connect & Strategize STEP 3.) Execute

WWW.DIGITALDOM.COM/REALESTATETOOLS