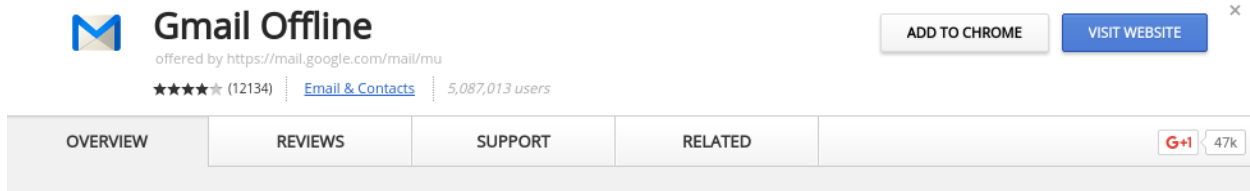


## At-A-Glance

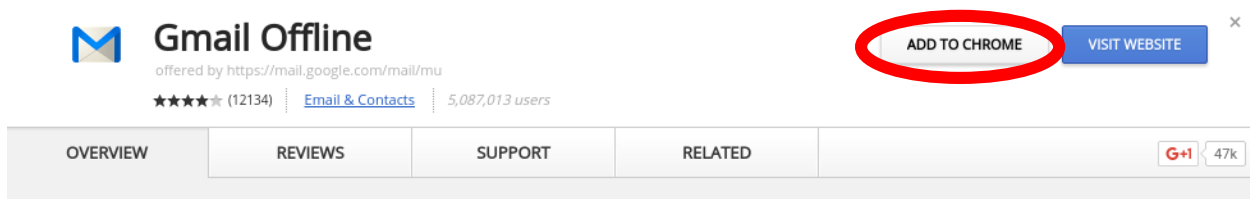
### Google Mail Offline

This requires you to download a free app while you are online.

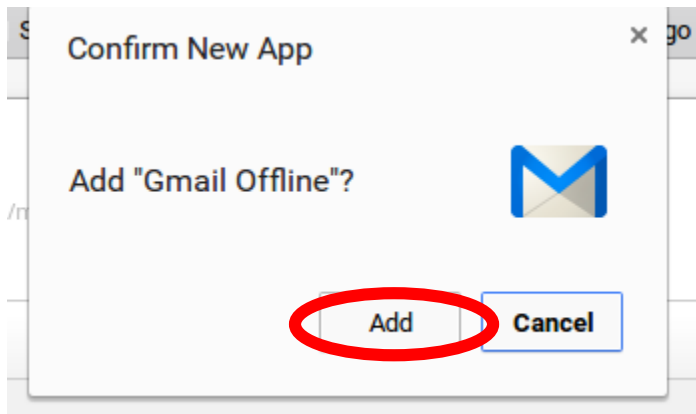
1. Do a search for Gmail Offline app. Here is what the program header looks like, once you find it.



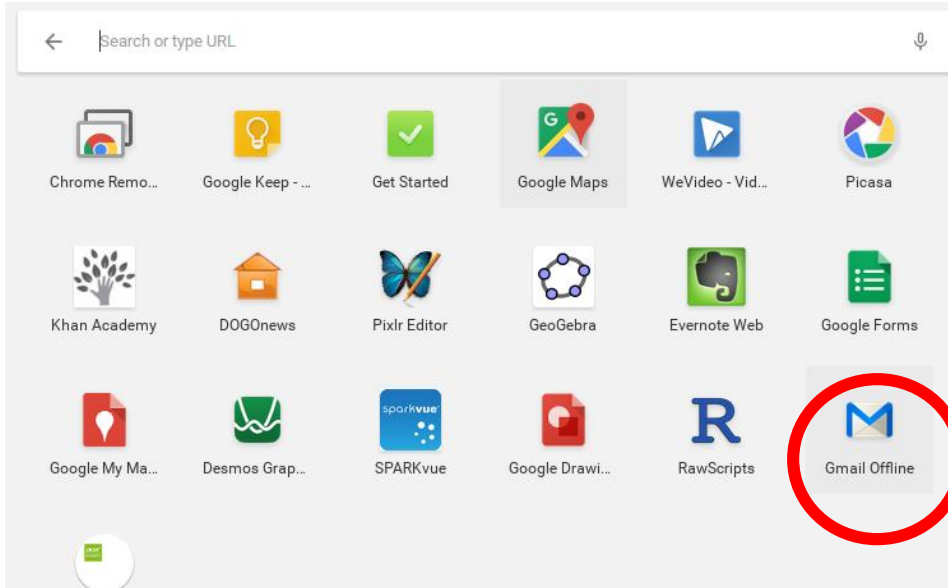
2. Select "add to chrome"



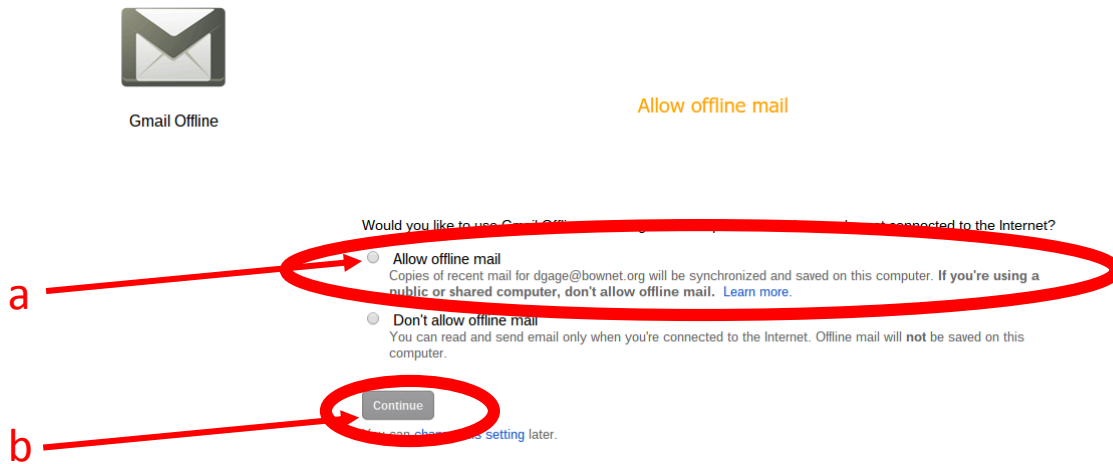
3. Then you will be asked if you are sure you want to download the app. Select "add."



4. Now you will see a view of apps you have. Select "Gmail Offline." This will sync the app to your email so that it updates when you are online.

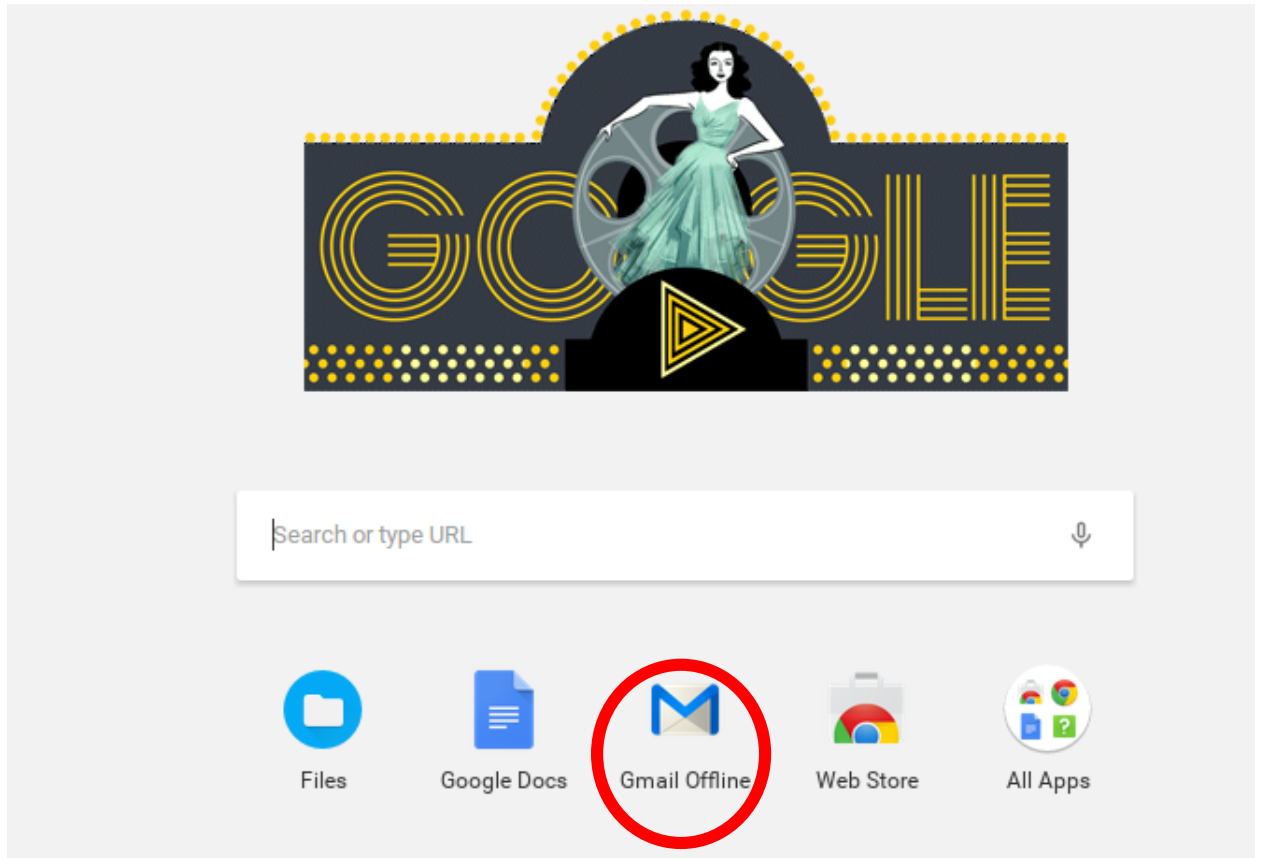


5. A window will appear that asks you if you want to "Allow offline mail." Select this button (a) and then hit the continue button (b).



6. You will then see your email open up. This indicates that you have synced the app to your email.

7. When offline and you select the magnifying glass you will see an icon for Gmail Offline. Select this and it will open your gmail. You can write emails, search emails etc. Any email you write and send or edits you make will be updated when you are back online.



HOT SPOTS: (To get online)

Bow High School, Dunbarton Elementary School, Dunbarton Public Library, Baker Free Public Library.