Upgrading to Google +

1. Log into Luther Seminary e-mail.
2. Click the +You link in the upper right corner of the screen:

   ![Google+ +You link](image1)

3. Fill in the profile information (gender & birthdate must be completed).
4. Click Upgrade

   ![Google+ profile creation](image2)

5. On the next screen, there is an option to add friends; add if you wish, but to expedite the process, click Continue.

   ![Google+ friends](image3)
6. On the next screen, you can choose to follow people/pages. To expedite the process, click **Continue**.

7. If you haven’t added friends, you may receive the following message. Click **Continue anyway**.

8. Fill in as much of the requested information as you desire and click **Finish**.
9. The following message appears. Click learn more if you would like to review Google+ features, otherwise, click the X in the upper right hand corner to close the message.

![Google+ welcome message](image)

10. When you return to the Luther Seminary email page, your display name should now appear with a “+” sign next to it.

![Google+ display name](image)

11. You may also receive an alert the next time you log into your email. Choose Accept to use the account.

![Google+ alert](image)

Once your account is upgraded, you may also need to install the Google Hangouts Plug In, depending on whether or not you have it already on your computer.

You will likely be prompted to install it if you do not have it--but, just in case, here is a link explaining how to add the plug in and where to get it:

[https://support.google.com/chat/answer/161993?hl=en](https://support.google.com/chat/answer/161993?hl=en)