

# Joining miPLACE

When you are joining miPLACE for the first time, you will need to create your account. Because miPLACE uses Google to authenticate, users will need to login with their school Gsuite account (recommended) or a personal Gmail account.

## Step-by-step guide

1. Before going to mi PLACE, use your browser to log in to your school (or personal) Google account. This is the Google account you'll use in the miPLACE community.
2. Go to <http://www.miplacek12.org>
3. Click on the red Google button to log in,
  1. Please use your school email address for GSuite and password (or personal Gmail address and password).
4. Give mi PLACE permission to use your GSuite account for miPLACE.
5. Complete the profile screen - including your city, district, role, and picture.
  1. Note: **if you are using a personal Gmail or a GSuite account outside of Oakland County**, we will need to verify that you are an educator. Filling in these profile fields will be necessary for the administrator to approve your account.



Be sure to set your default settings for receiving individual emails versus a daily email digest from mi PLACE, as well as your preferences for forums notifications and subscriptions. These are some of the first fields on the profile screen.

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- [Approving Members in your Private Group](#)