

Multiple User Setup

Step 1:

Go to settings in your Chrome browser.

- Press on 3 horizontal lines in the top right corner of your Chrome browser.
- Click on settings.

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	<u>ج</u>
New tab	Ctrl+T
New window	Ctrl+N
New incognito window	Ctrl+Shift+N
Bookmarks	
Edit	Cut Copy Paste
Zoom	- 100% + []]
Save page as	Ctrl+S
Find	Ctrl+F
Print	Ctrl+P
Tools	
History	Ctrl+H
Downloads	Ctrl+J
Signed in as gary.flood	@dcu.ie
Settings	
About Google Chrome	
Help	
Exit	

Step 2:

Add new user.

- Scroll down to "Users"
- Click "Add new user..."
- Name User and choose an icon.







Users

Name:

Registry

Step 3:

Sign into new window with account.

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Add desktop shortcut

- Enter your DCU Apps *email address* into the "email" text field.
- Skip the password box.
- Click sign in.





Create

Cancel

powered Google



Sign in	Google
Email	
gary.flood@dcu.ie	
Password	
Sign in	
Can't access your account?	
Create a Google account	
Skip for now	Choose what to sync

Step 4:

Enter network login details on DCU Apps login page.

- Enter username. (e.g. bloggsj)
- Enter password.
- Press login.
- A box will appear with "Important information regarding your Chrome data", Click OK.









Username:	floodg
Password:	•••••
	Login

Important information regarding your Chrome data				
You are signing in with a managed account and giving its administrator control over your Google Chrome profile. Your Chrome data, such as your apps, bookmarks, history, passwords, and other settings will become permanently tied to You will be able to delete this data via the Google Accounts Dashboard, but you will not be able to associate this data with another account.				
Learn more				
OK Cancel				

Step 5:

May already be set up after signing in. If so skip step.

Set "On Startup" homepage for your new Chrome Browser account. (The window which is open now)

- Click on 3 lines in the top right hand corner.
- Press on settings.
- Under "On Startup", Press on "Open a specific page or set of pages."
- Next, Click "set pages"
- For add new page, Add "<u>http://apps.dcu.ie</u>" and Press "OK".









On startup

Open the New Tab page

Continue where I left off

Open a specific page or set of pages. Set pages

St	artup pages		×	:
	🗋 apps.dcu.ie	http://apps.dcu.ie/	×	
	Add a new page	Enter URL		
	Use current pages		OK Cancel	

Multiple User Tip

Multiple User Accounts allow you to sign into a multiple DCU Apps accounts from one computer.

Warning! Bookmarks and settings in Chrome are tied to *the account and the email address* and *not* the computer. Any bookmarks set on a shared account will be shared across everybody elses computer who has access to that account. Be careful not to bookmark anything too silly.



To switch between users press the Icon in the top left of Chrome.

Or simply press CTRL + Shift + M









No need to sign out. Just close the browser when you're done.



