Transferring my Marengo County Google for Education Marengo County Account to a Personal Gmail Account

1. If you don't already have a personal Gmail account, set one up by clicking this link. It's fast, it's easy, and it's free!

   https://accounts.google.com/signup/v2/webcreateaccount?continue=https%3A%2F%2Fmail.google.com%2Fmail%2F&flowName=GlifWebSignIn&flowEntry=SignUp

2. *Make sure you are logged into Google with your marengo.k12.al.us account.* Now, click on this link to begin the transfer: https://takeout.google.com/transfer You will see this page.

3. Enter your personal Gmail account here.

4. Click SEND CODE.

5. Check your personal Gmail inbox. You should receive an email. Inside the email you will see and click **Get confirmation code**

6. You will be taken to a page that has a unique code. Copy this code or right it down so you are ready for the next step.

← Transfer your content

Transfer your content

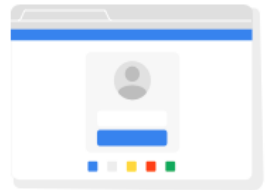Copy and transfer your email and Google Drive files to another Google Account

1. Enter a destination account

Enter the Google Account that will receive your transferred content. Learn more 🔗

Enter an email address

Don't have a Google Account? Create account 🔗

SEND CODE

2. Verify your destination account
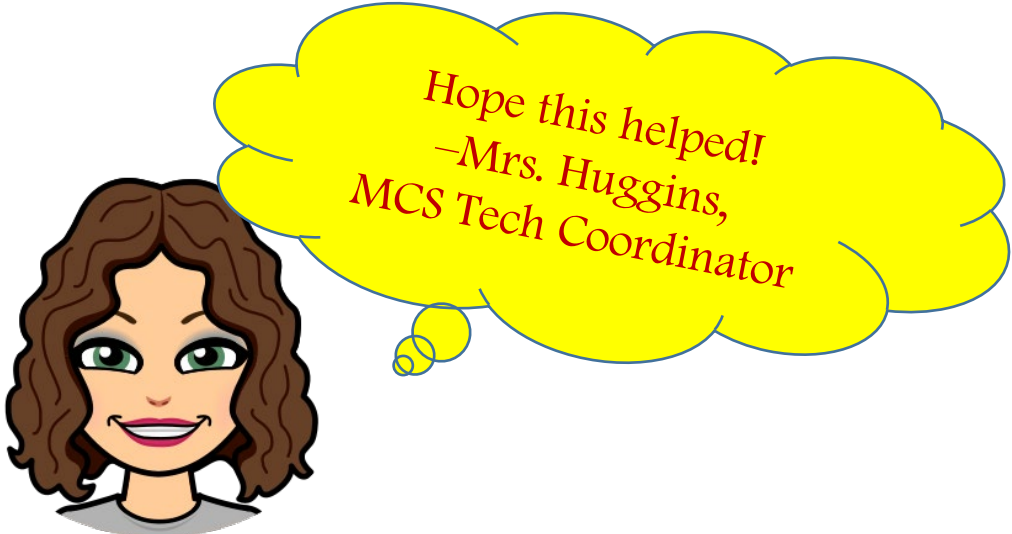
3. Select content to copy and transfer

7. Return to the Transfer Your Content page and paste in your code. Click VERIFY.

8. Select whether you want to transfer just your Google Drive, just your emails, or both. I suggest both as these will be deleted later. (Sliding the on off switch to blue means it is ON)

9. Double check here and make sure it is going from your marengo.k12.al.us account to your new personal account.

10. Click START TRANSFER.

That's it! You are all done. Congratulations!

Hope this helped!
–Mrs. Huggins,
MCS Tech Coordinator

Transfer your content

Transfer your content
Copy and transfer your email and Google Drive files to another Google Account

✓ 1. Code sent to

✓ 2. Account verified

3. Select content to copy and transfer

Choose the content you'd like to copy and transfer to the other account. People you've shared files with will still have access to the originals. Learn more ☑

Matt Knoll → Matthew Knoll

Product	Details	
Drive	My Drive files, Files you own	
Gmail	All mail	

Copy and transfer to ██████████@gmail.com Change

START TRANSFER