Check for Associated Google Services (Former Employees, Students, or Retirees)

When departing the University it is a good idea to check for associated services that might have been used with your App State Gmail address.

> **Deleting your App State Google Account could affect services, products, and apps associated with that account!**

Step-by-step guide

Please take a few moments to consider other accounts that might be associated with your App State Google account or that might be using your App State email address as a way to contact you.

STEP 1: Review your Google Dashboard to see a list of Google products that you have used which may contain your data.

1. Sign in to your App State Google Account.
2. Navigate to your Google Dashboard: https://myaccount.google.com/dashboard.
3. Here you can see an overview of your recently used Google services along with when you last used a product, and what you did with it by clicking on that product's name in the dashboard. This is a helpful tool that will show you products that might contain data or login information from your App State Google account.

Step 2: Review Google Apps tied to your App State Google Account.

1. Sign in to your App State Google Account.
2. Click on your account profile icon in the top right-hand corner of the email window.
3. Below your name and email, click on **Manage your Google Account**.
4. On the left side menu, click on **Security**.
5. Click on the "**See details**" link in the top box that appears on the screen.
6. Click on the dropdown section labeled "**Third-party connections**" to see a list of third-party sites and applications.

These are sites and applications to which you've granted permission to access your Google Account, and you can see on this list what parts of your account they have access to. These tools and apps might not function in the same capacity when your account is deleted.

Step 3: Review the list of possible services that may require an email address to be on file.

Many businesses and online services require that you provide an email address when you sign up to use their products. These businesses would use this address to communicate important information, send
password recovery options, and deliver promotions or coupons to your account. If you used your App State account to register for any third-party service, consider changing this email to your new account.

The below examples serve only as a reference and do not represent all possible account scenarios of accounts that may be using your App State account as the email contact or sign-in.

- Amazon Prime
- Facebook, Twitter, Pinterest and other social media applications
- Phone applications and accounts
- Xbox Live
- Google Play Store
- Apple ID
- Online Banking Services
- Retail stores
- Credit Cards
- Music, news outlet and other email related subscriptions

Examine your inbox to get an idea of who is sending you mail. (i.e. Amazon will email purchase receipts to the address they have on file. You will need to change your address on file with Amazon for that service to continue to work.)

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