



# ChatGPT - Easier Than You Think

## chatgpt.com

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### **Creating a Free ChatGPT Account**

What You Need Before You Start

- ✓ An email address you can open right now
- ✓ Your phone nearby (for a one-time code)
- ✓ A password you can remember or write down.

#### **OPTION 1: Create an Account on a Computer in a Web Browser**

Step 1: Go to the Website:

- Open Safari, Chrome, or Edge
- In the address bar type: **chatgpt.com**
- You will see a **Sign up for Free** option in upper right corner

Step 2: Start Sign Up

- Click **Sign up for Free**

Step 3: Choose **How** to Sign Up  
(Choose ONE)

- Continue with Google
- Continue with Apple
- Continue with Microsoft
- Continue with phone

OR

- Continue with Email
- Click Continue

**Note:** Using Google or Apple are the easiest if you already have one of those accounts and are signed in.

Step 4: Verify Your Account

**If using email:**

- Verify your email address
- Create a password at least 12 characters
- Open your email inbox
- Look for an email from **OpenAI** with a 6 digit code

**Note:** Use a different device to open your email to get the code from Open AI, then enter the code to complete the verification

- Enter the code on the ChatGPT website page
- Enter your name (can be fake)
- Enter a birthdate (can be fake but make it over 18)

#### Step 5: Phone Verification (If Asked)

- Enter your phone number
- Type the code sent to your phone

✅ You're done!

### OPTION 2: **Create an Account on a Phone or iPad**

Recommended: **Use the Official App**



#### Step 1: Install the App

- Open the App Store (iPhone/iPad) or Google Play (Android) Search for ChatGPT with the ChatGPT icon shown above (there are many that resemble it)
- Install the app by **OpenAI**
- Open the app

#### Step 2: Sign Up

- Tap Sign up
- Choose Email, Google, or Apple
- Verify email and phone (same steps as above)

**Note:** Using Google or Apple are the easiest if you already have one of those accounts.

✅ You're ready to use ChatGPT!

You may be asked a few questions .... answer or skip as desired.

### **Safety Tip**

🔒 Do NOT upload passwords, Social Security numbers, bank information or other sensitive personal details.

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## Account Types

### Free on the Web

A way to use ChatGPT from your browser without signing in.

[CHATGPT.COM](https://chatgpt.com)

#### Pros

- Zero setup — just open a web page
- Great for a quick try-out
- Cost = \$0

#### Cons

- You can't save chats
- Usage will be limited or slower
- Fewer features than with an account
- Ads

### Free Account

Your own ChatGPT account you set up with Apple, Google, email or phone. Can login via web or use the ChatGPT app.

#### Pros

- Saves your chat history
- Includes most everyday features like web search, voice support, images and basic uploads
- You can organize your chats

#### Cons

- Still some limits on how much you can use per time period
- Responses may be slower during peak hours
- Ads

### Paid Account (ChatGPT Go!)

A subscription plan - \$8 per month that upgrades your experience. Can login via web or use the ChatGPT app.

#### Pros

- Faster responses — less waiting
- You can ask more questions and stay in longer chats
- Expanded tools — better image creation, research, uploads, and custom assistants

#### Cons

- Monthly cost — worth it mostly for enthusiasts or heavy users
- Some features are advanced and may not matter for casual use
- Ads