



Why do we use UTmail for the PDS?



UTmail is Google Workspace for Education: a suite of communication, collaboration, productivity and organization tools that is frequently used by K12 schools around the world. We use the Google learning ecosystem in the PDS for three reasons:

1. UTmail is FERPA-protected. You can store student information in this space.
2. We use a single ecosystem to minimize confusion over document sharing, etc.
3. Google is widely used by schools, has extensive free resources for educators, and a broad range of tools. The skills you learn here should be transferrable.

What is included in UTmail?



UTmail includes Gmail, Google Drive, Docs, Calendar, Slides, Sheets, Forms, Tasks and Keep. Google Classroom is not available in UT Austin's Google Workspace for Education. Students are allotted a total of 5GB of storage.

Can I use it on my phone?



You can add your UTmail to your Android or iPhone and use your mobile device as a quick way to capture data in the classroom. If you do, be sure to:

1. Save the data in the correct account.
2. Keep your mobile device secure - require a password or other secure login option.

What about @MY.utexas.edu emails?



UT Austin has two email options for students:

1. UTmail Google Workspace addresses end in @utexas.edu.
 2. Student Microsoft Office 365 accounts end in @MY.utexas.edu.
- For the PDS, you must use the @utexas.edu (Google) email account.

How do I manage my account?



To create a UTmail account or reset your password, go to get.utmail.utexas.edu. To log in to your UTmail, simply go to gmail.com and enter your entire email address and the password you created when you set up the account. Google tools work best with the Chrome browser.