

# G Suite Setup



## Before Starting...

Ensure you have access to the domain's settings (DNS), a Business Center user created for each G Suite user, and an email address that is separate from the G Suite Domain.



## Activate G Suite

From **Partner Center** > **Businesses** > **Accounts**, activate G Suite.

Check the **Admin Email Address** for the "G Suite Admin User..." email. Click the link and reset the password.



## Finish Setting Up

Allow several minutes for **G Suite** to appear on the account, then open it from Partner Center.

Follow the verification steps from the **Setup** tab. This generally involves updating MX and other DNS records. Once done, ensure each G Suite user is linked to its corresponding Business Center user.