

Setting up your Hofstra Gmail account on Mobile Devices

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CONNECT GMAIL ACCOUNT TO IPAD

1. Tap the Settings icon



- 2. Tap Mail, Contacts, Calendars
- 3. Next, Tap Add Account...

iPad 穼	3:19 PM	99% 💼
Settings	Mail, Contacts, Calendars	
Airplane Mode	Accounts	
Wi-Fi HU PREFERRED	Add Account	>
Notifications On		
Location Services On	Fetch New Data Push	>
Brightness & Wallpaper Mail		_
Picture Frame	Show 50 Recent Messages	>
General	Preview 2 Lines	>
Mail, Contacts, Calendars	Minimum Font Size Medium	>
🧭 Safari	Show To/Cc Label	
iPod	Ask Before Deleting OFF	

4. Tap GMail





- 5. Type your name, then your full Hofstra pride email address (i.e jsmith1@pride.hofstra.edu).
- For your password, type your **700** number (printed on you Hofstra ID card) Next, type in the email account description (i.e. Hofstra Email).
- 7. Tap Next.

Ca	ncel	Gmail	Next
	Name		
	Address		
	Password		_
	Description		

8. Verify that **Mail** is turned on.

(You have the option of turning on the synching of Calendars and/or notes)

9. Tap **Save**.





To Delete Hofstra Gmail Account

1. Tap the account name

Settings	Mail, Contacts, Calendars
Airplane Mode	Accounts
Wi-Fi HU PREFERRED	Hofstra email
Notifications On	Add Account
Location Services On	
🙀 Brightness & Wallpaper	Fetch New Data Push >
Picture Frame	Mail
General	Show 50 Recent Messages >
🔄 Mail, Contacts, Calendars	Preview 2 Lines >
🛃 Safari	Minimum Font Size Medium >
iPod	Show To/Cc Label

2. Tap Delete Account

Hof	stra email 🗖	one
Gmail		
Account	nlubin1@pride.hofstra.edu >	
Mail	ON	
Calendars	ON	
Notes	ON	
Archive Messages	ON	
Save deleted messages in your All Mail folder.		
Dele	te Account	

3. To complete the removal, tap **Delete**





CONNECT GMAIL ACCOUNT TO IPHONE / ITOUCH



- 1. Tap the Settings icon
- 2. Tap Mail, Contacts, Calendars

> Brightness -0-Wallpaper > General > 0 Mail, Contacts, Calendars \ge Phone > **C** > 🧭 Safari iPod > o Photos >

Settings

>

Sounds

3. Tap Add Account...

Settings Mail,	Contacts, Calend
Accounts	
Add Account.	>
Mail	
Show 5	0 Recent Messages >
Preview	2 Lines 🔉
Minimum Font Size Medium	
Show To/Cc Label OFF	
Ask Before Deleting OFF	
Always Bcc M	yself OFF



4. Tap GMail

- Add Account...

 Microsoft:
 Exchange

 mobile Me

 GMail

 YatioO! MAIL

 AOL

 Other
- 5. Type your name, then your full Hofstra pride email address (i.e jsmith1@pride.hofstra.edu).
- 6. For your password, type your **700** number (printed on you Hofstra ID card)

7. Next, type in the email account description (i.e. Hofstra Email).

8. Tap Save

9. Verify that **Mail** is turned on. (You have the option of turning on the synching of Calendars)

10. Tap **Save**.





To Delete Hofstra Gmail Account

1. Tap the email account name



2. Tap Delete Account



3. To complete the removal, tap **Delete**



Connect Gmail Account to Blackberry

- 1. Locate and select the Setup folder.
- 2. Within the Setup folder, click on Email Settings.



Yahoo!

Gmail® AOL (AOL, AIM)

Other

Close

Windows Live (Hotmail, MSN, Live)

Create New Address (name@rogers.blackberry.net)

< Back

Next >

3. Click Add button

4. A listing of various email providers will now be displayed:

- Select Other
- 5. Provide the email address (ie. Jsmith1@pride.hofstra.edu) and password (enter your 700 number)
- 6. Select Next. You will receive an Account Setup Confirmation. Click OK and you're done.

Delete Account from Blackberry

- 1. Select the account.
- 2. From the menu, select Delete.

