



HOFSTRA NORTH SHORE-LIJ
SCHOOL of MEDICINE
AT HOFSTRA UNIVERSITY

Setting up your Hofstra Gmail account on Mobile Devices

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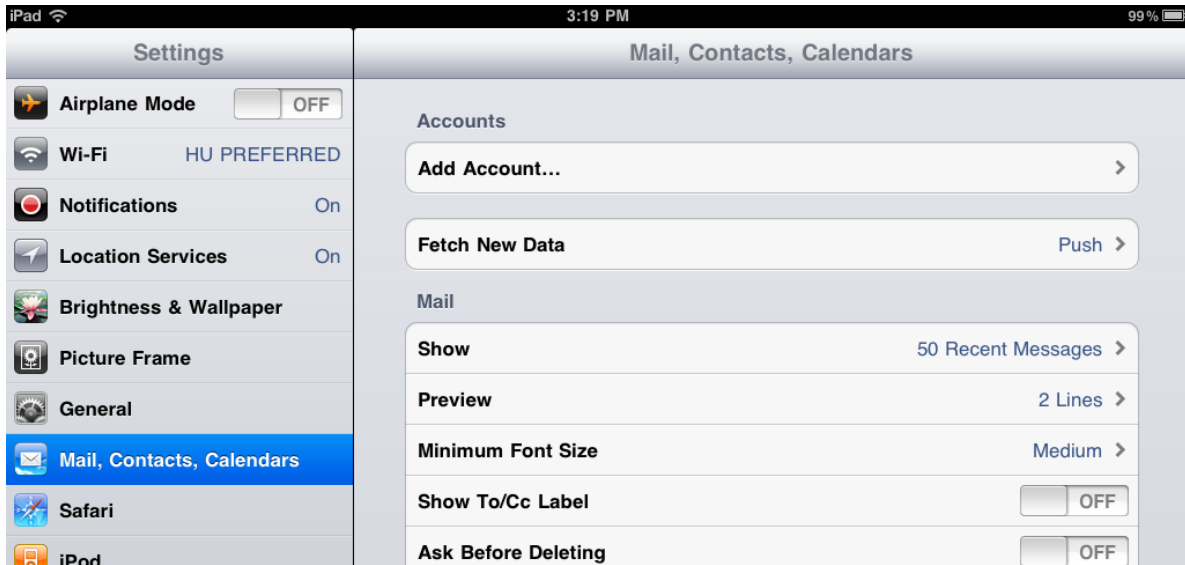
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CONNECT GMAIL ACCOUNT TO IPAD

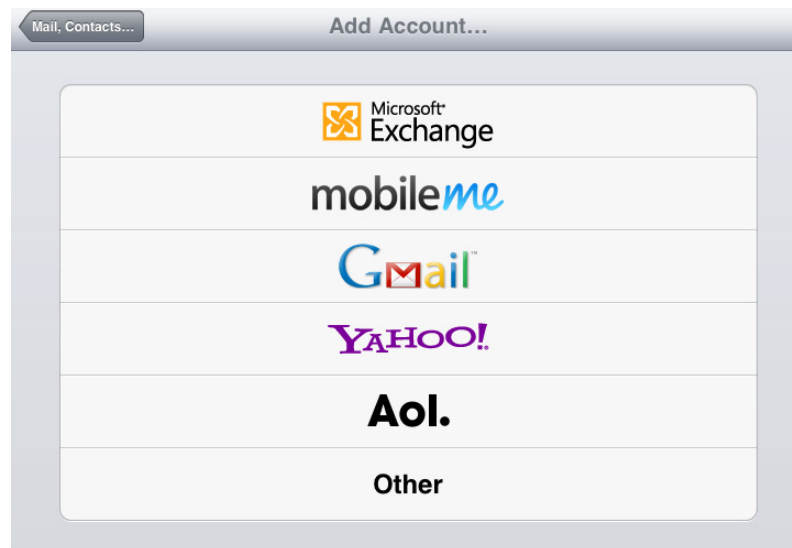
1. Tap the **Settings** icon



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



4. Tap **GMail**

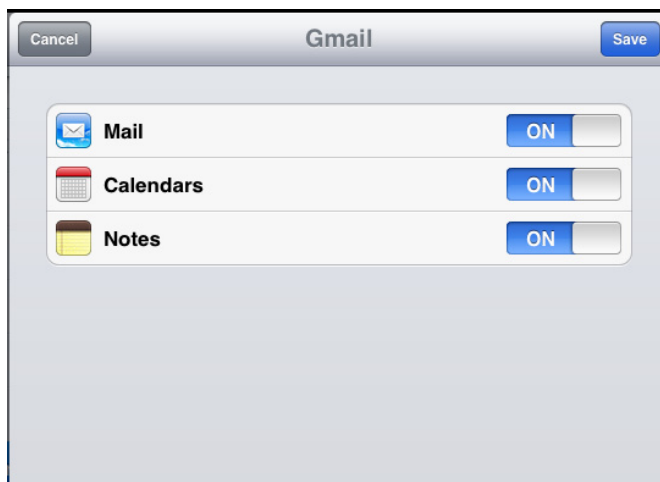


5. Type your name, then your full Hofstra pride email address (i.e jsmith1@pride.hofstra.edu).
6. For your password, type your **700** number (printed on you Hofstra ID card)
Next, type in the email account description (i.e. Hofstra Email).
7. Tap **Next**.



The screenshot shows the Gmail account setup screen. At the top, there is a title bar with 'Cancel' on the left, 'Gmail' in the center, and 'Next' on the right. Below the title bar is a form with four input fields labeled 'Name', 'Address', 'Password', and 'Description'.

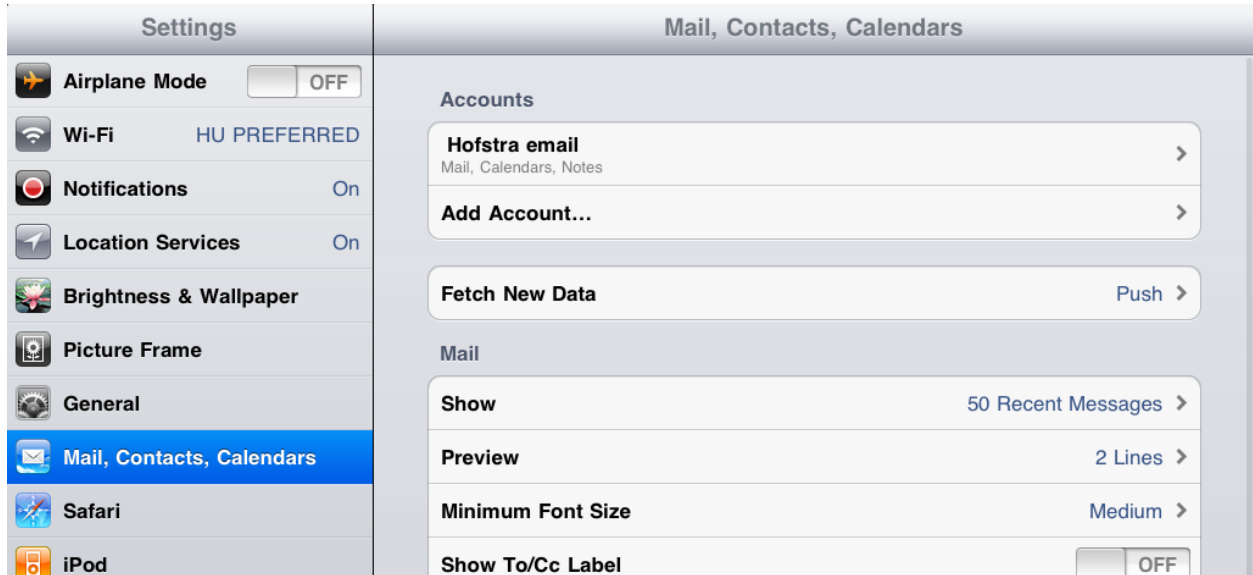
8. Verify that **Mail** is turned on.
(You have the option of turning on the syncing of Calendars and/or notes)
9. Tap **Save**.



The screenshot shows the Gmail account setup screen with the sync options. At the top, there is a title bar with 'Cancel' on the left, 'Gmail' in the center, and 'Save' on the right. Below the title bar are three rows of settings: 'Mail' with an 'ON' toggle, 'Calendars' with an 'ON' toggle, and 'Notes' with an 'ON' toggle.

To Delete Hofstra Gmail Account

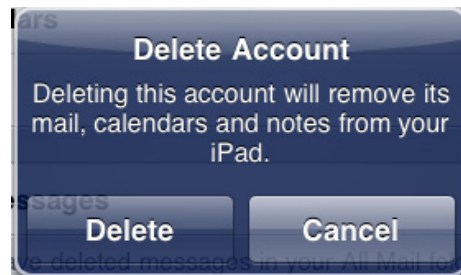
1. Tap the account name



2. Tap **Delete Account**



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



CONNECT GMAIL ACCOUNT TO IPHONE / ITOUCH

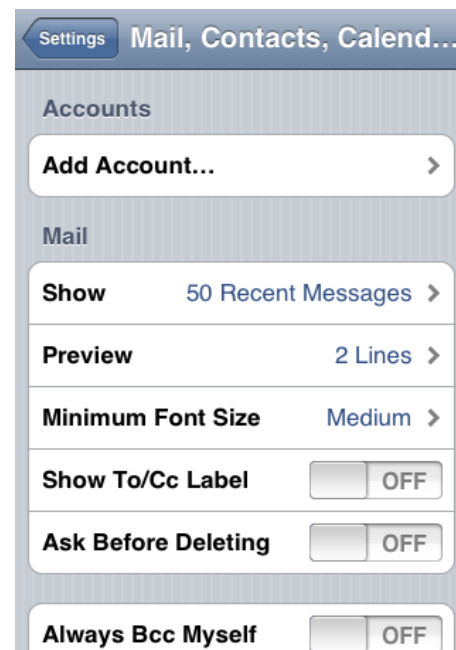
1. Tap the **Settings** icon



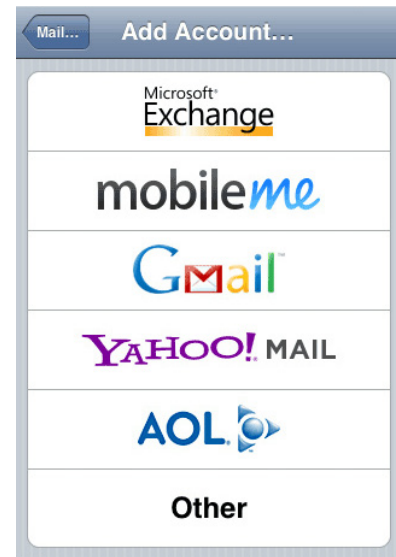
2. Tap **Mail, Contacts, Calendars**



3. Tap **Add Account...**



4. Tap **GMail**

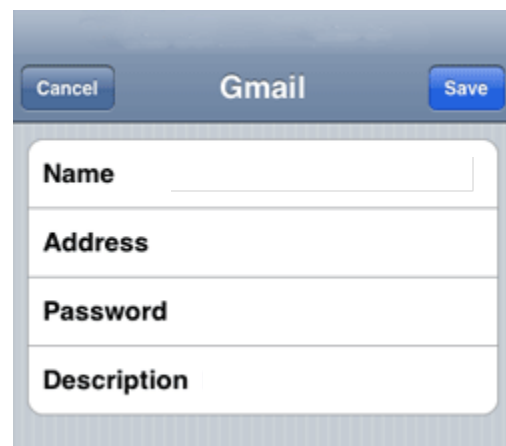


5. Type your name, then your full Hofstra pride email address (i.e. jsmith1@pride.hofstra.edu).

6. For your password, type your **700** number (printed on you Hofstra ID card)

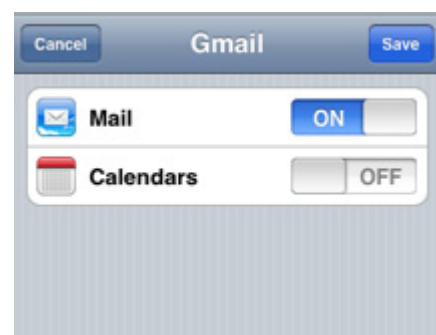
7. Next, type in the email account description (i.e. Hofstra Email).

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



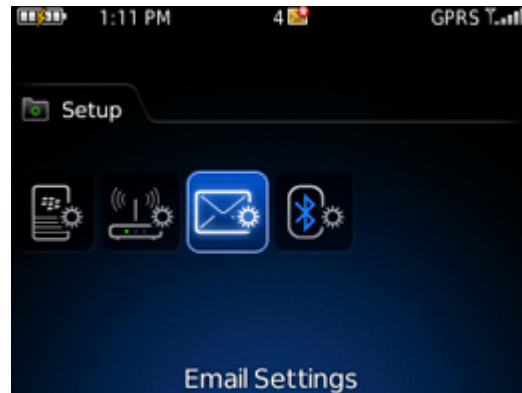
2. Tap **Delete Account**



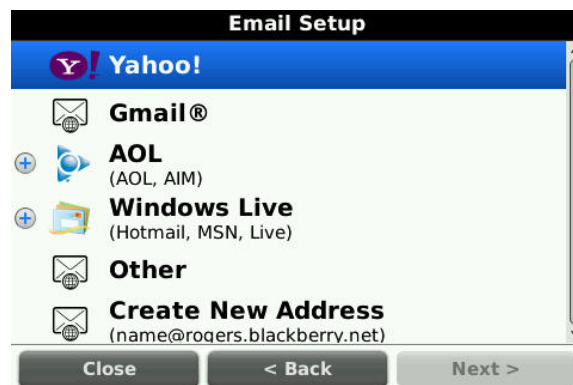
3. To complete the removal, tap **Delete**

Connect Gmail Account to Blackberry

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



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.