

## Google Mail for iPhones

### Requirements and Backing Up Data

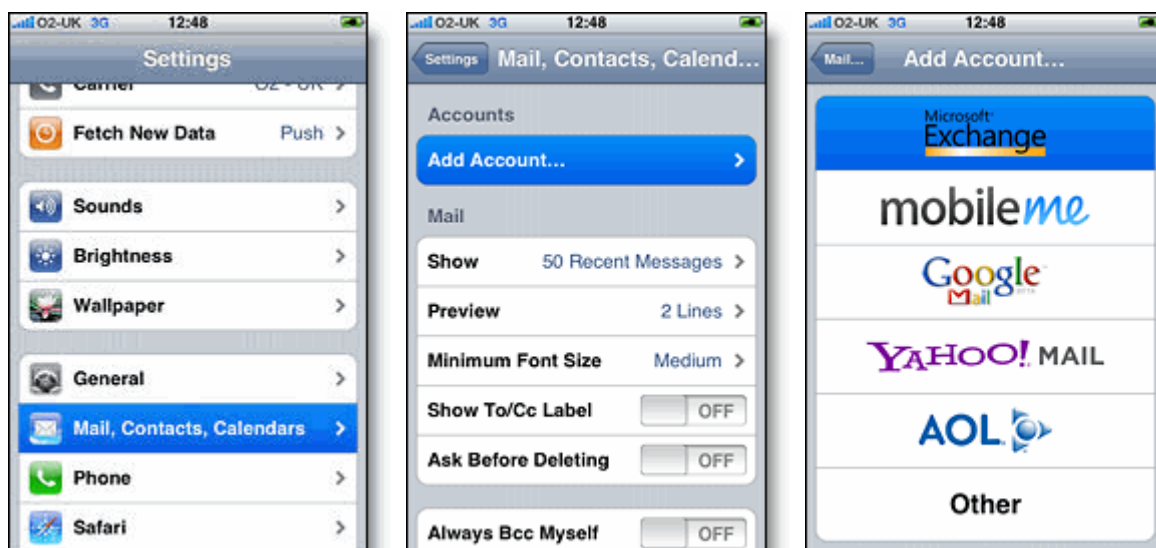
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1. Google Sync is only supported on Apple iOS versions 3.0 and above. You can check your current version by going to **Settings > General > About > Version**. If you're running an iOS before 3.0, upgrade to the latest iOS on Apple's site: <http://www.apple.com/ios/> before setting up Google Sync.
2. Check your Safari cookies settings to see if it is set to "From Visited" or "Always". If it's set to "Never", you're more likely to be prompted to solve the CAPTCHA.
3. Perform a sync with iTunes to ensure that Contacts and Calendars from your iOS device are backed up to your computer. Learn more about backing up your [Contacts and Calendars](#).
4. If your business, school, or organization uses [Google Apps](#), your administrator will need to have [Google Sync enabled](#) before you can take advantage of this feature. Note that after you set up Google Sync, your administrator may also have additional device management capabilities (such as remote wipe or password requirements). [Click to learn more](#) or contact your administrator.

### Getting Started

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1. Open the **Settings** application on your device's home screen.
2. Open **Mail, Contacts, Calendars**.
3. Press **Add Account...**
4. Select **Microsoft Exchange**. iOS 4.0+ allows multiple Exchange accounts. However, if you're on a device that doesn't let you add a second account, you could also use [CalDAV](#) to sync Google Calendar and [IMAP](#) to sync Gmail.



## Enter Account Info

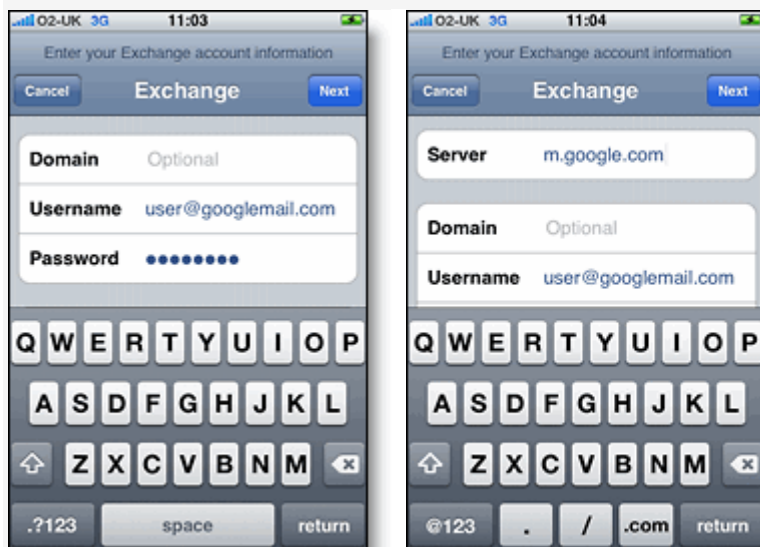
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5. In the **Email** field, enter your full Google Account email address. If you use an @gmail.com address, you may see an "Unable to verify certificate" warning when you proceed to the next step.
6. Leave the **Domain** field blank.
7. Enter your full Google Account email address as the **Username**. (ex. **molivo@lions.molloy.edu**)
8. Enter your Google Account password as the **Password**.

### Notes about passwords:

- Be sure that you have a [strong password](#) for your Google Account.
- If you see an error message saying "Invalid Password", you may need to unlock your account by solving a short CAPTCHA. Go to <https://www.google.com/accounts/UnlockCaptcha>.
- If you are a [2-step verification user](#), please use an [application-specific password](#) instead of your regular password in this field.
- Check your Safari cookies settings to see if it is set to "From Visited" or "Always". If it is set to "Never", you're likely to be prompted to solve the CAPTCHA.

9. Tap **Next** at the top of your screen.
- 9a. Choose **Cancel** if the **Unable to Verify Certificate** dialog appears.
10. When the new **Server** field appears, enter **m.google.com**.
11. Press **Next** at the top of your screen again.



## Enable Mail, Calendar, and Contacts

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12. Select the Google services (Mail, Calendar, and Contacts) you want to sync. To receive and respond to meeting requests on your device, both **Mail** and **Calendar** need to be turned on, and **New events** needs to be enabled in your Google Calendar settings.

To enable 'New events', sign in to your Google Calendar using the web browser on your phone or

computer. Go to **Calendar Settings > Calendars >** Click on the **Notifications** for the calendar you want to sync. Under **Email** check 'New events' (and any of the other Invitation settings you want enabled e.g. changed events, cancelled events, event responses), and click **Save**.

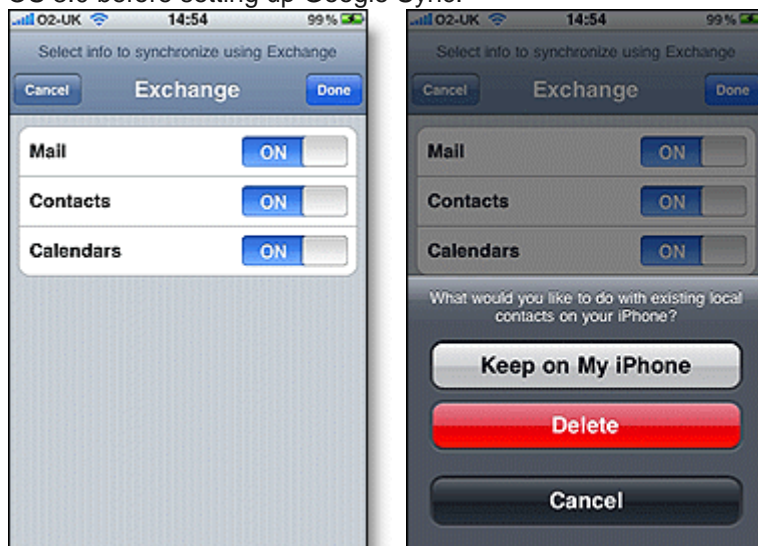
13. There are three options for keeping your contacts synced. You can keep your device's contacts and sync just your **My Contacts** group, you can sync only Google Contacts and wipe your device's contacts or you can merge your contacts via iTunes and sync only the contacts that stream with your phone.

13a. If you would like to keep your existing contacts on your device select the **Keep on my iPhone** (or iPad or iPod touch) option when prompted. This will also allow you to keep syncing with your computer via iTunes. If you choose to keep existing contacts, you will sync the contents of the **My Contacts** group.

13b. If you have all your contacts in Google and you want to start syncing them to your device and don't want to keep the contacts on your phone, tap **Delete Existing Contacts**. If there are no contacts on your phone, the contents of your **All Contacts** group will be synced.

13c. If you have all your contacts on your device and want to import them into Google, you can synchronize your Google Contacts with iTunes. All Contacts and Calendars that you sync with iTunes will be put into the On My iPhone Contacts and Calendar groups on your phone. The iPhone currently doesn't allow you to move Contacts or Calendar events from the On My iPhone groups to the Google Sync groups.

Note: Google Sync is only supported on iPhone OS versions 3.0 and above. Please upgrade to iPhone OS 3.0 before setting up Google Sync.




You've set up Google Sync! Synchronization will begin automatically if you have Push enabled on your device. You can also open the Mail, Calendar, or Contacts app and wait a few seconds to start a sync.

## Alternate Method for iPhone using IMAP

### Enabling IMAP

You can retrieve your Gmail messages with a client or device that supports IMAP, like Microsoft Outlook or Apple Mail.

To enable IMAP<sup>1</sup> in Gmail:

1. Sign in to Gmail.
2. Click the **gear icon**  in the upper right, then select **Settings**.
3. Click **Forwarding and POP/IMAP**.
4. Select **Enable IMAP**.
5. [Configure your IMAP client](#) and click **Save Changes**.

**Note:** At this time, it's not possible to enable IMAP while using the [basic HTML](#) interface. Please use the standard view to see this option.

Note: These setup instructions are for Apple devices running [software version 4.0](#).

To configure the 'Mail' app on an Apple device for access to Google Apps email, just follow these steps:

1. Make sure you've [enabled IMAP](#) in your main Mail settings
2. Open the **Settings** app on your device
3. Tap **Mail, Contacts, Calendars**
4. Tap **Add Account...**
5. Tap **Gmail**
6. Enter your account information, being sure to use your full Google Apps email address  
(ex. [molivo@lions.molloy.edu](#))
7. Tap **Next**
8. Tap **Save**

And you're done. You can add additional accounts by repeating the same steps above.

#### A word on deleting and archiving

Mail will archive your Gmail messages instead of deleting. [Learn more](#)