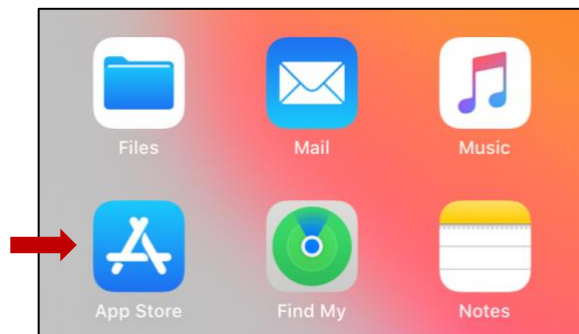


# STUDENT TECHNOLOGY HELP DESK

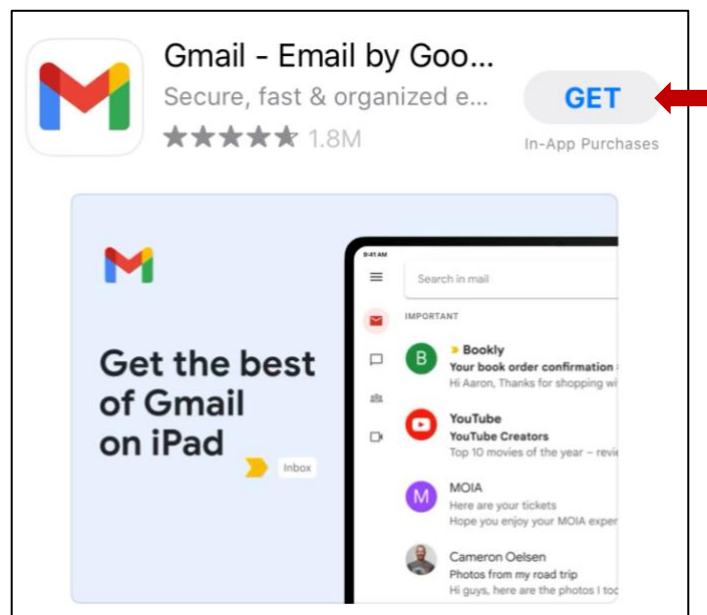
## How To Configure Your University Gmail Account in the Gmail App in iOS

To configure as a secondary account, jump to **page 5**.

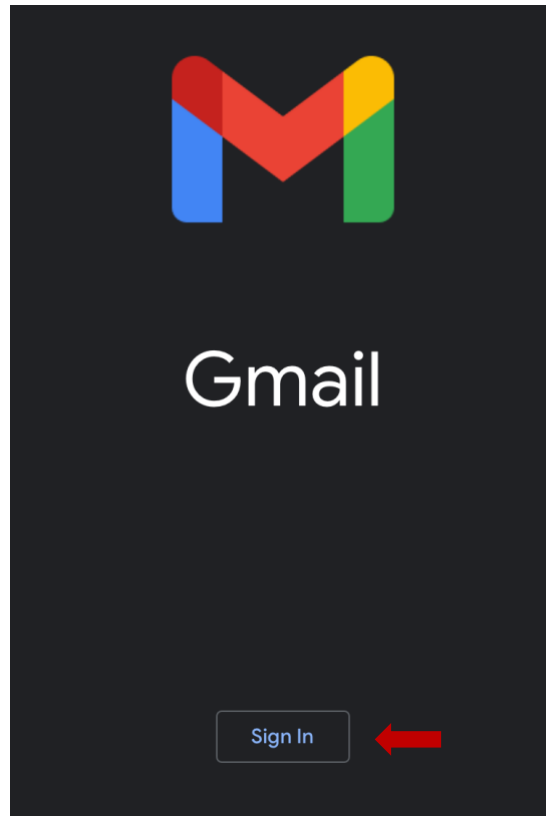
Navigate to the **App Store**.



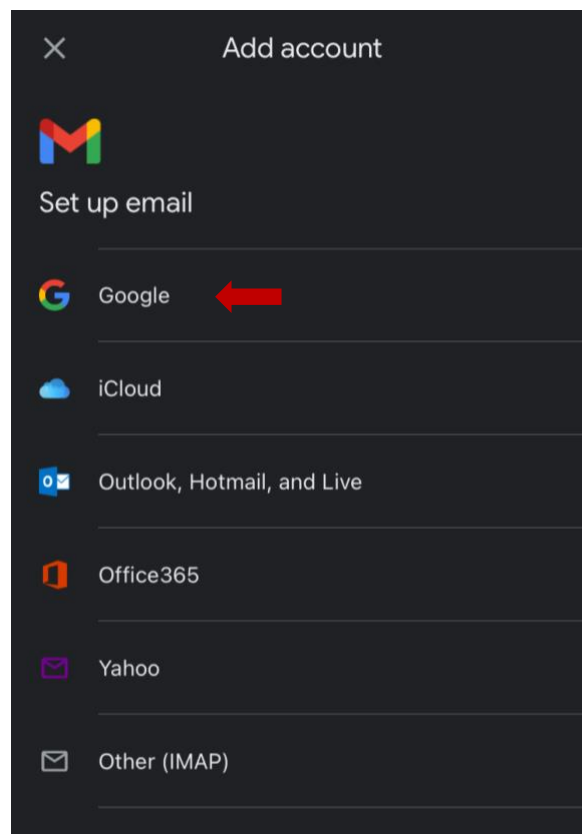
Search for **Gmail** and tap **Get** to download the application.



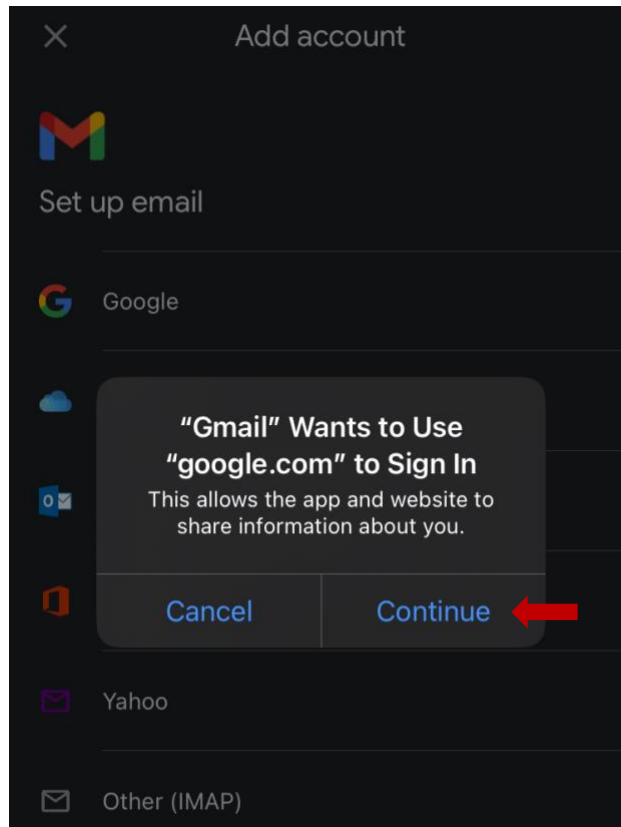
Once downloaded, tap the **Gmail** app to open it, then tap **Sign In**.



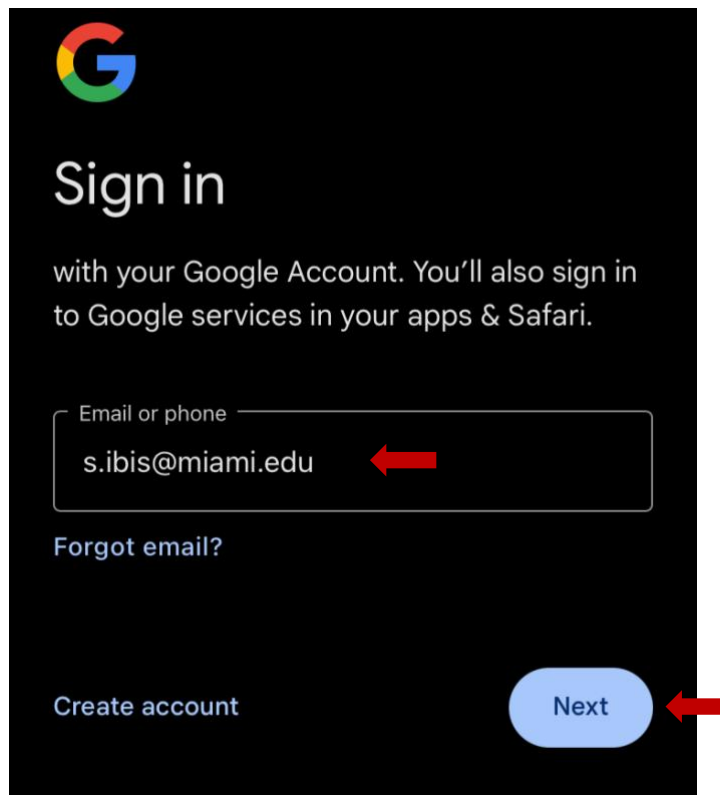
Select **Google** as the account type.



On the pop-up, click **Continue**.

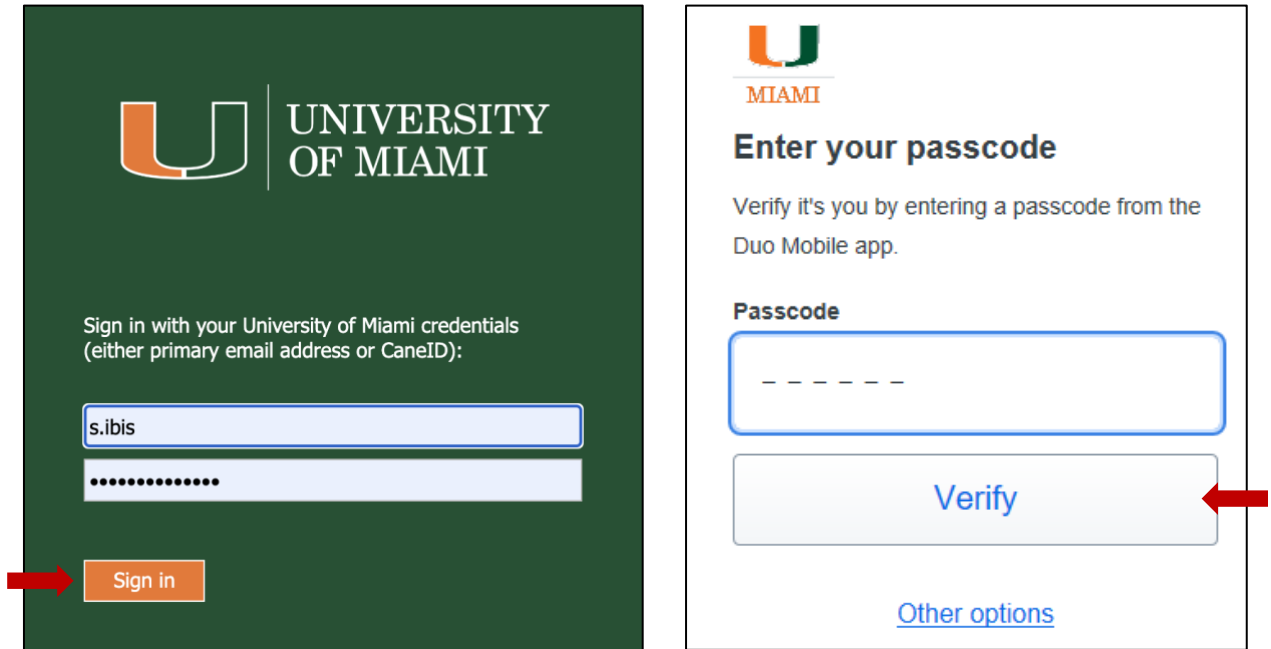


Enter your university email address (**CaneID@miami.edu**) then click **Next**.

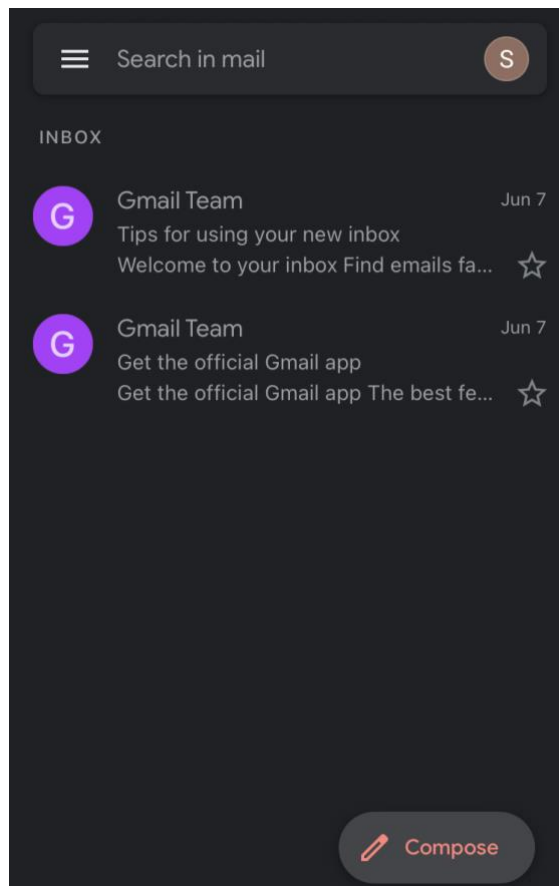


Enter your **University of Miami CaneID and password**, and then click **Sign in**.

Then, enter your **multi-factor authentication (MFA) passcode**, and then click **Verify**.



You will then be taken into your **Gmail** inbox.

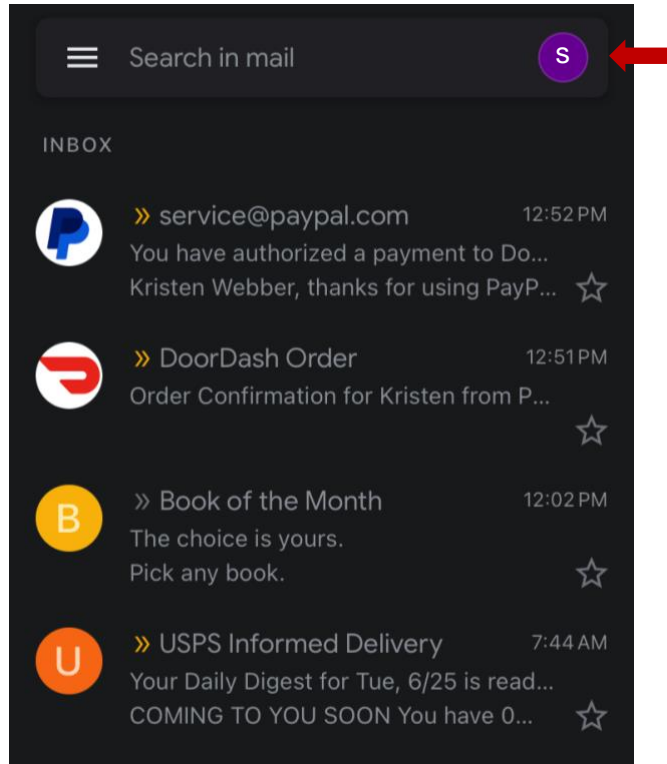


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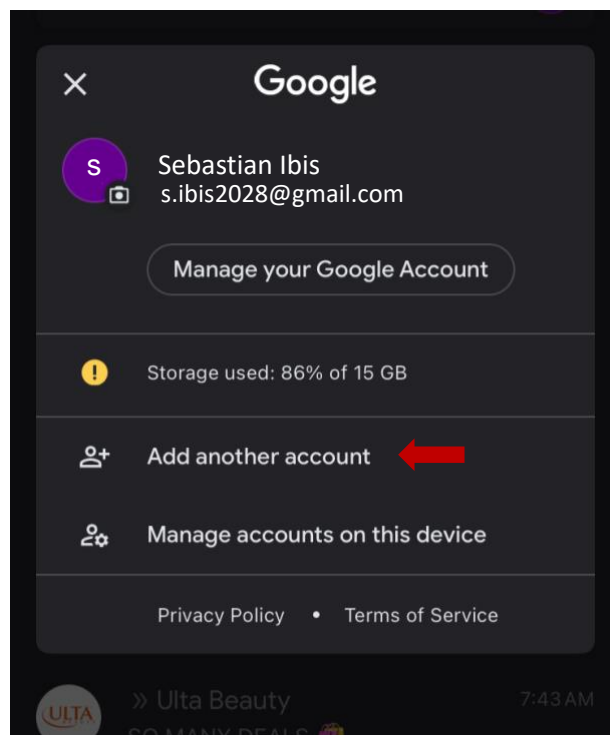
## How To Configure Your University Gmail Account as a Secondary Account in the Gmail App in iOS

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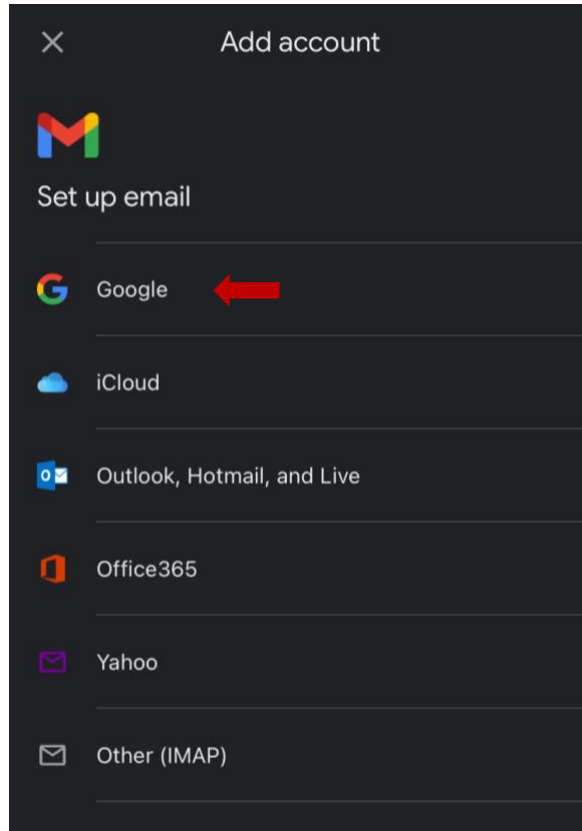
Open the **Gmail** app and tap on your profile icon.



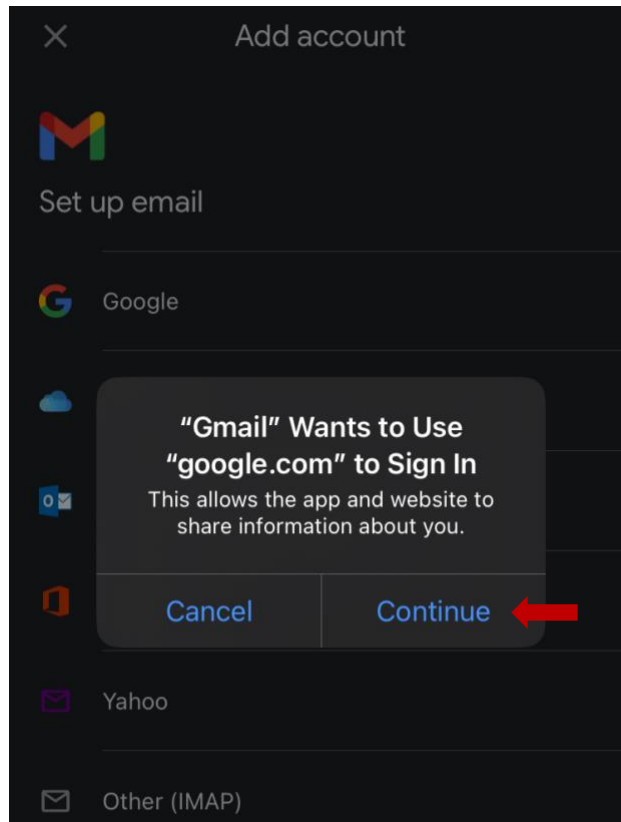
Tap **Add another account**.



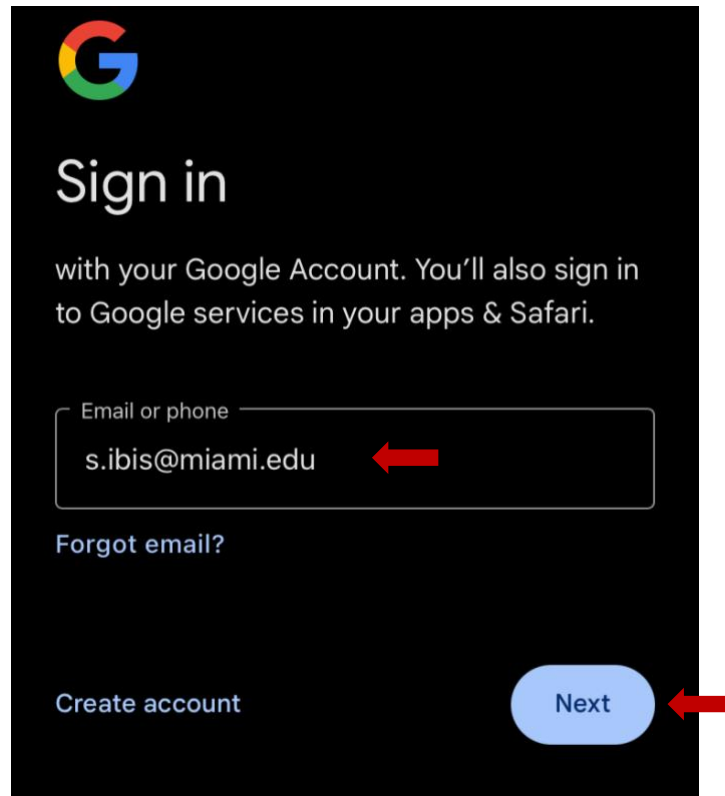
Select **Google** as the account type.



On the pop-up, click **Continue**.



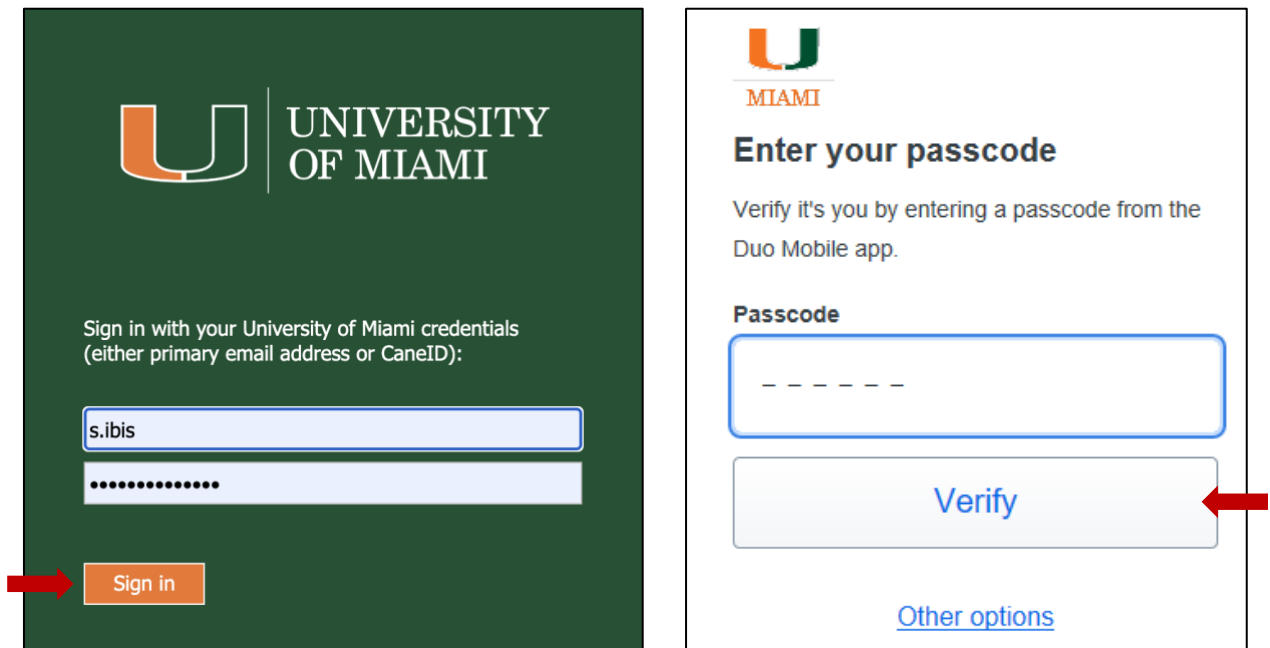
Enter your university email address then click **Next**.



The image shows a Google Sign in screen with a black background. At the top left is the Google 'G' logo. Below it, the text 'Sign in' is displayed in white. Underneath, it says 'with your Google Account. You'll also sign in to Google services in your apps & Safari.' There is a text input field labeled 'Email or phone' containing the text 's.ibis@miami.edu'. A red arrow points to the right side of this field. Below the field is a link that says 'Forgot email?'. At the bottom left is a link 'Create account'. At the bottom right is a blue button labeled 'Next', with a red arrow pointing to it from the right.

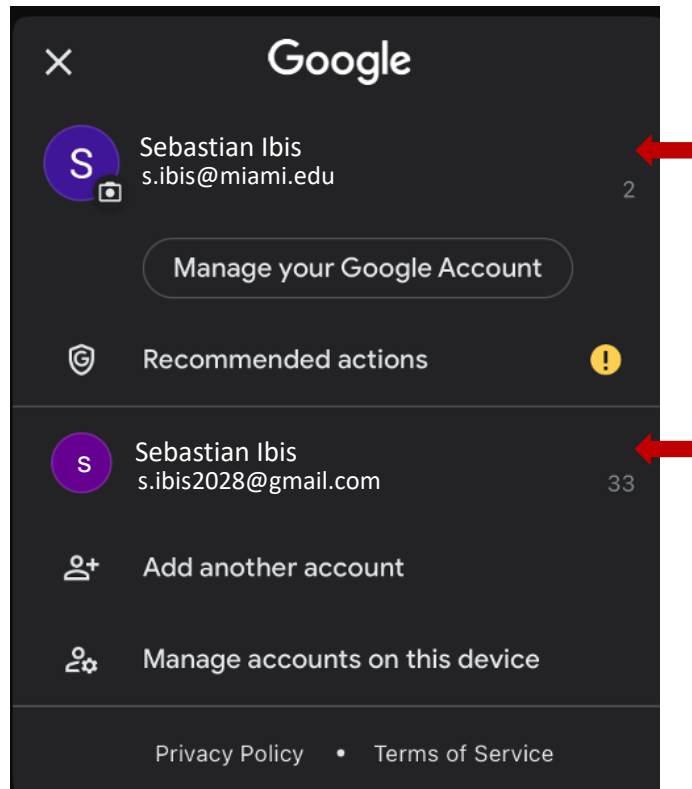
Enter your **University of Miami CaneID and password**, and then click **Sign in**.

Then, enter your **multi-factor authentication (MFA) passcode**, and then click **Verify**.



The image shows two screenshots from the University of Miami login process. The left screenshot has a dark green background and features the University of Miami logo and name. It says 'Sign in with your University of Miami credentials (either primary email address or CaneID):'. There are two input fields: the first contains 's.ibis' and the second contains a masked password. A red arrow points to an orange 'Sign in' button at the bottom left. The right screenshot has a white background and features the University of Miami logo and name. It says 'Enter your passcode' and 'Verify it's you by entering a passcode from the Duo Mobile app.' There is a passcode input field with a dashed line. Below it is a light blue 'Verify' button with a red arrow pointing to it from the right. At the bottom is a link for 'Other options'.

You will then see all your configured accounts in your shared inbox.



## STUDENT TECHNOLOGY HELP DESK

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