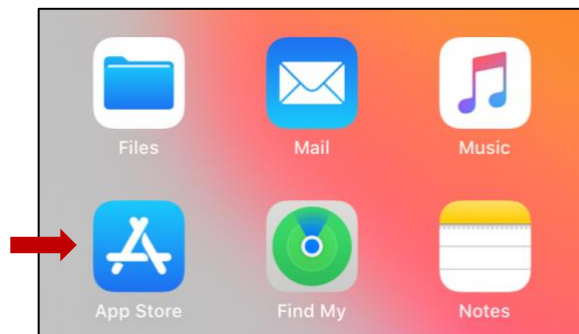# STUDENT TECHNOLOGY HELP⚙DESK
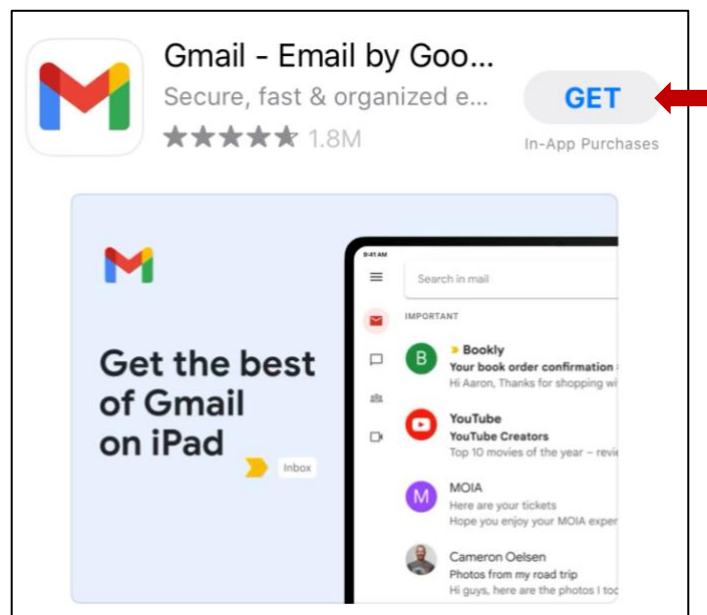
How To Configure Your University Gmail Account in the Gmail App in iOS

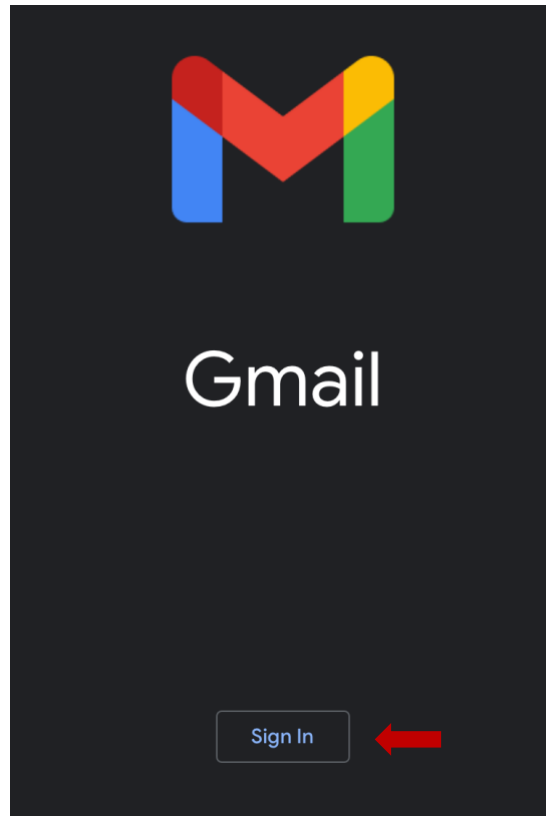*To configure as a secondary account, jump to **page 5**.*
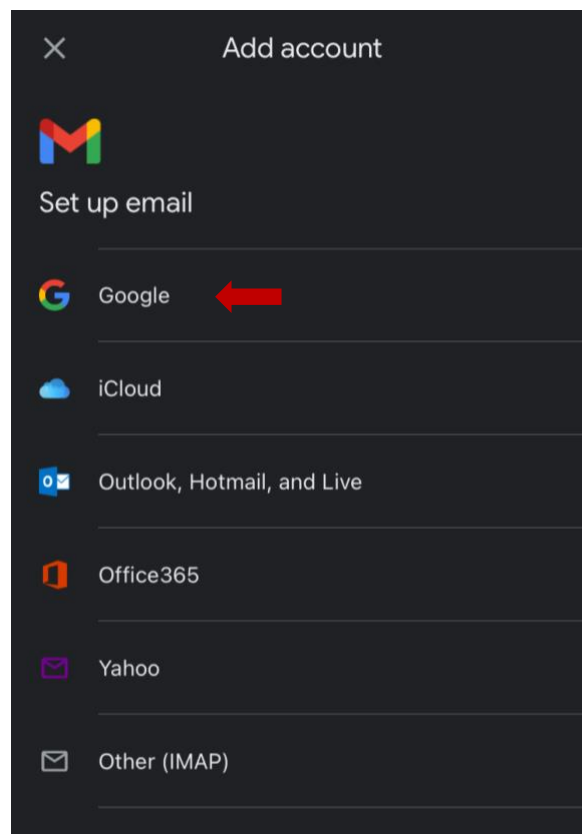

Navigate to the **App Store**.

Search for **Gmail** and tap **Get** to download the application.
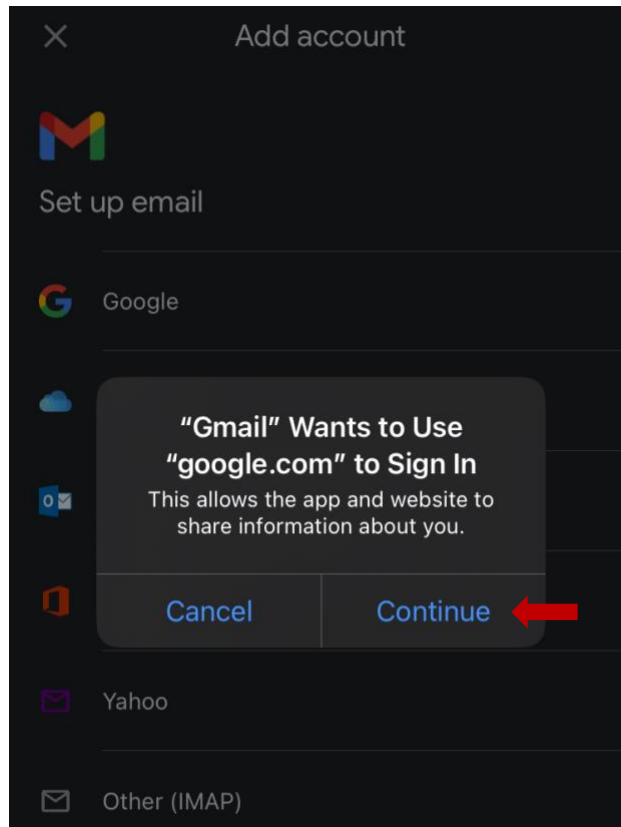
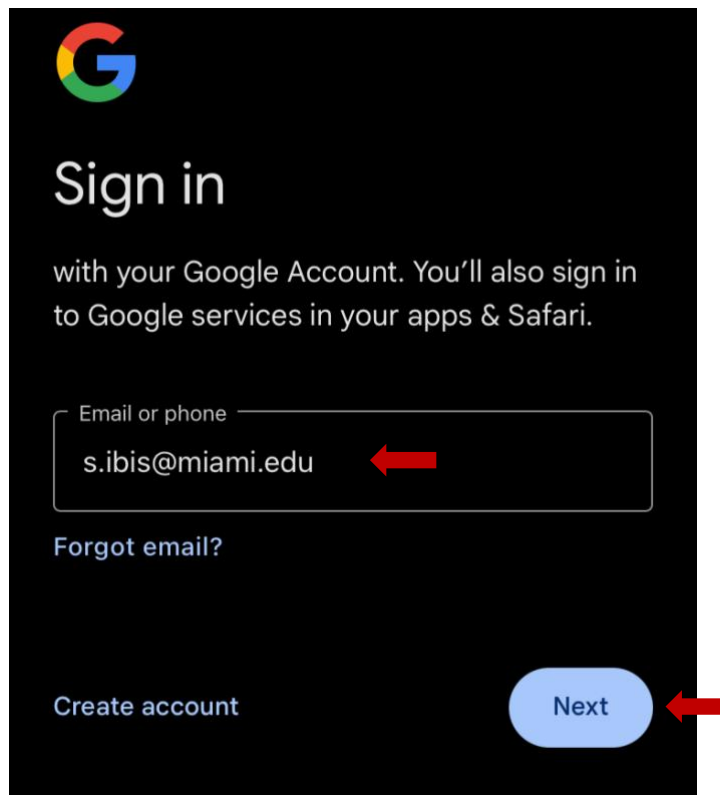Once downloaded, tap the **Gmail** app to open it, then tap **Sign In**.

Select **Google** as the account type.

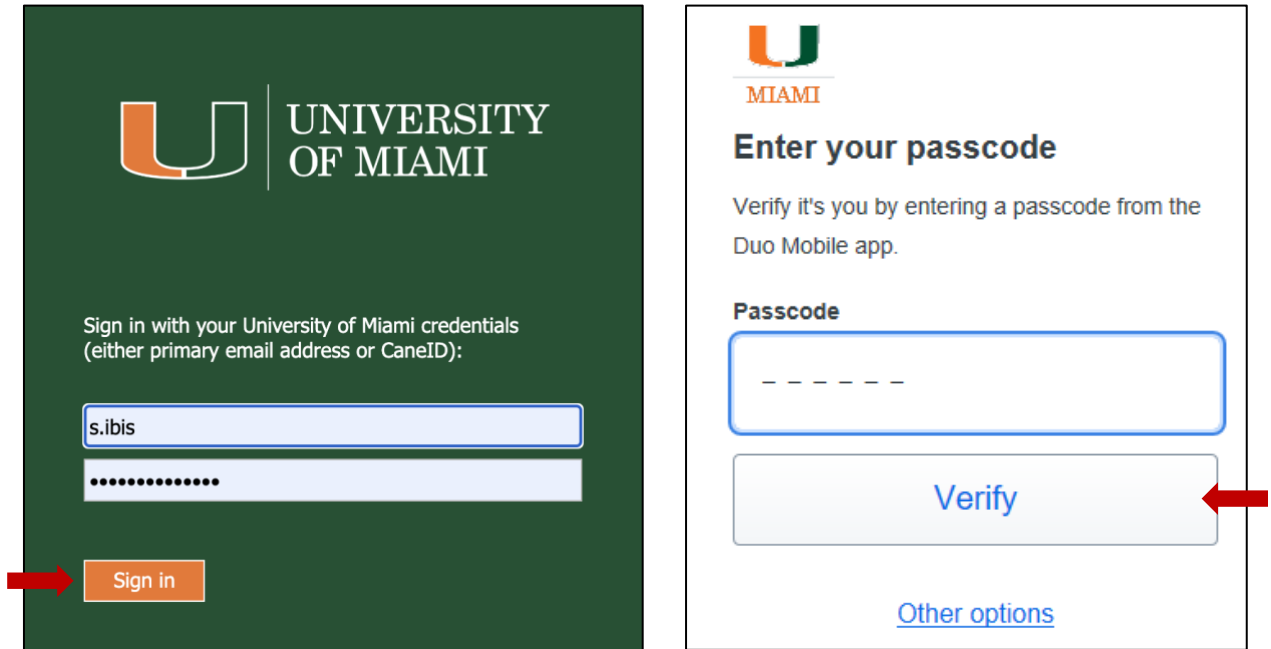On the pop-up, click **Continue**.

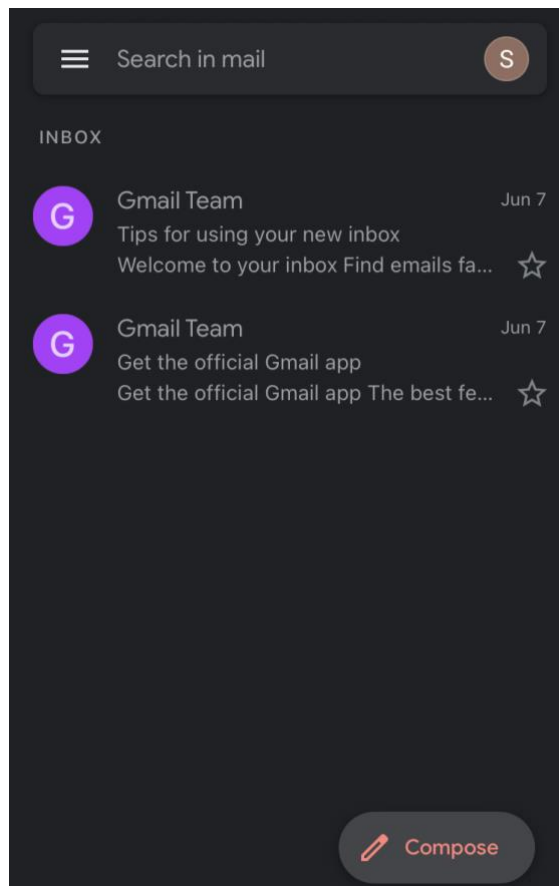Enter your university email address (**CaneID@miami.edu**) then click **Next**.

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**.
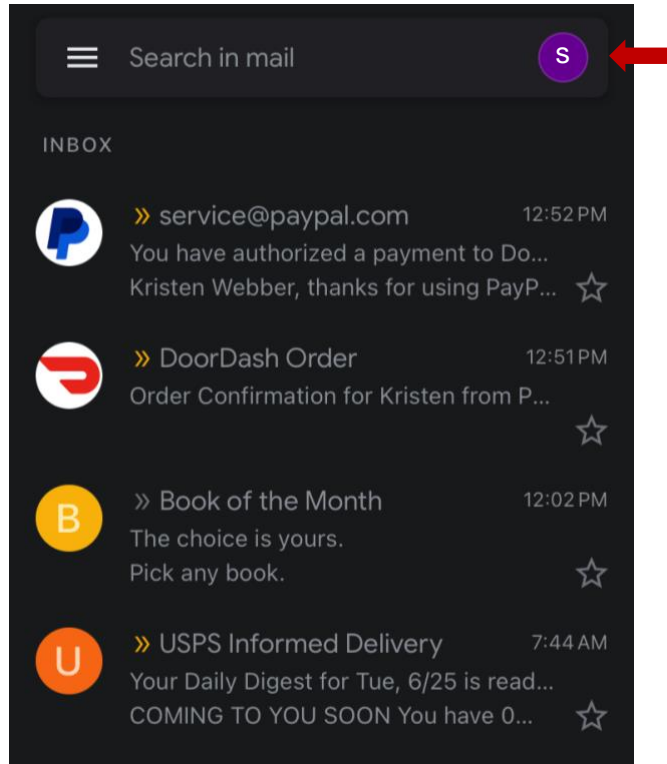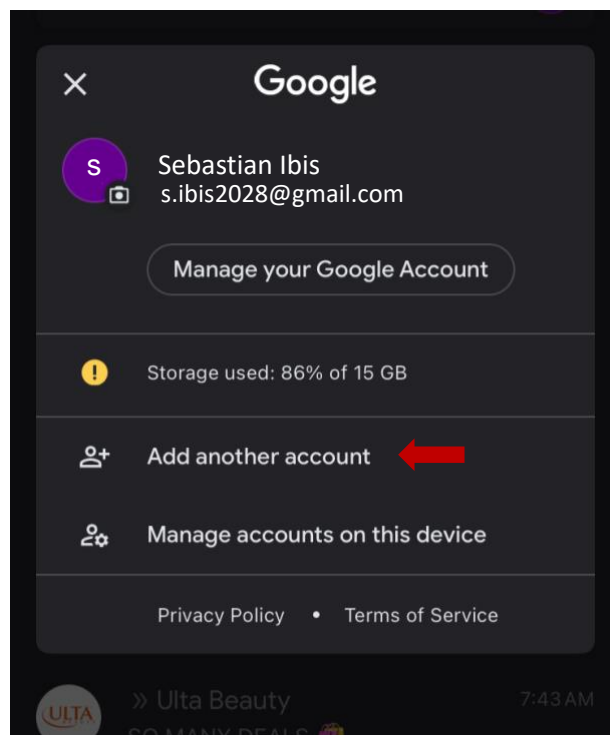

You will then be taken into your **Gmail** inbox.

How To Configure Your University Gmail Account as a Secondary Account in the Gmail App in iOS
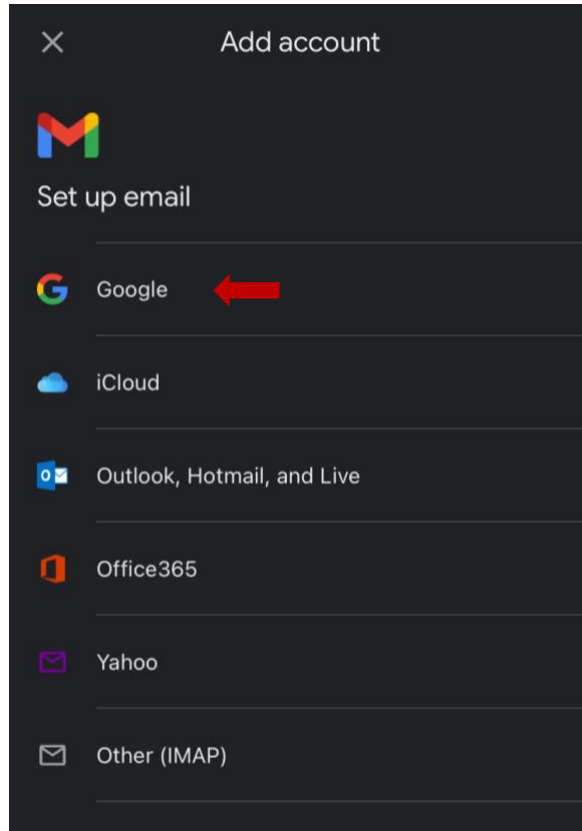
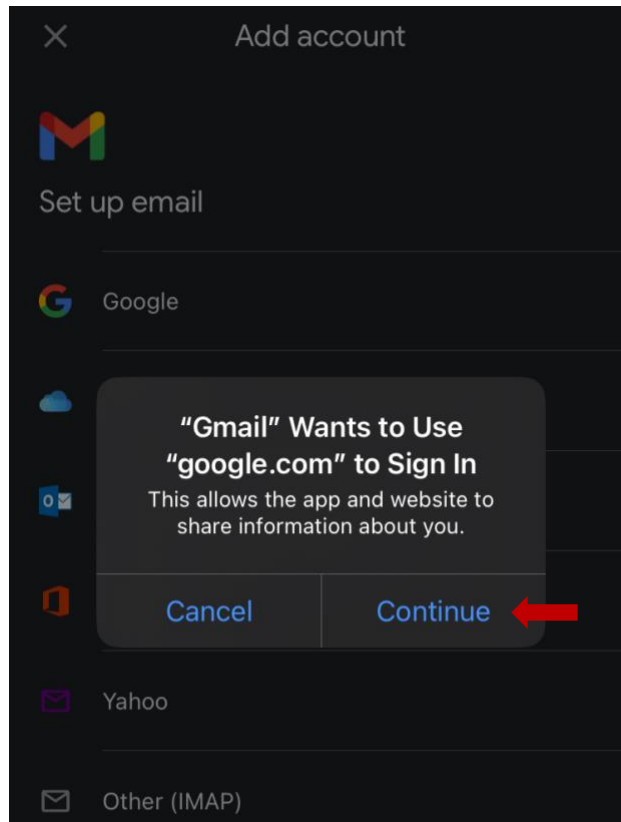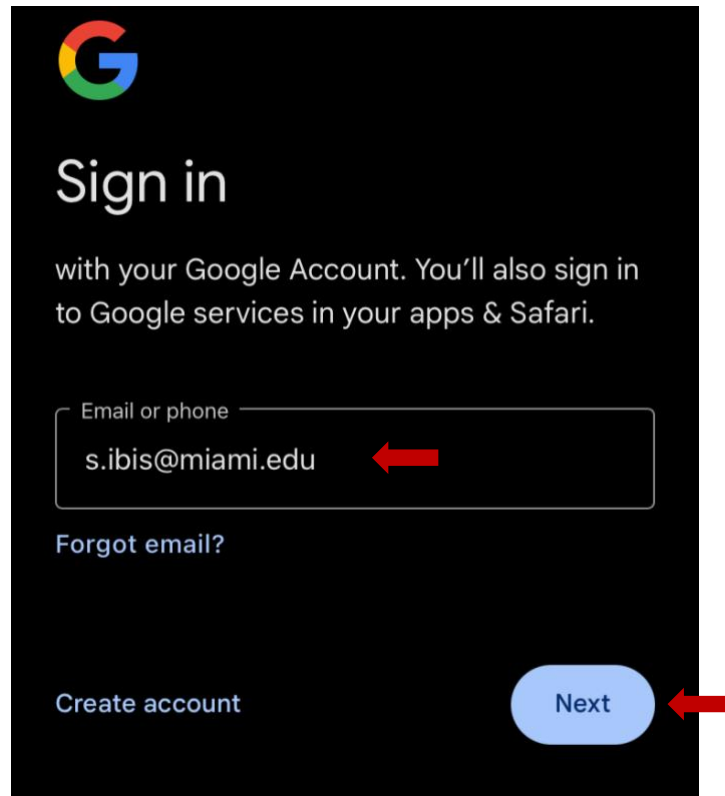Open the **Gmail** app and tap on your profile icon.

Tap **Add another account**.

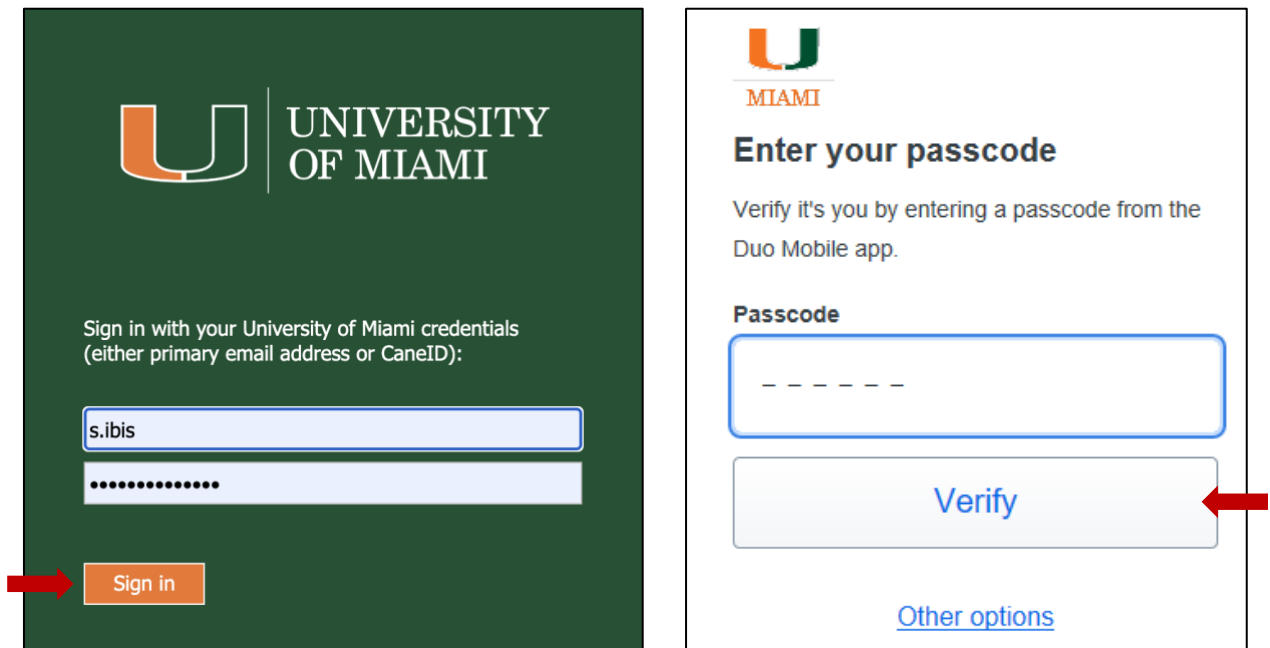Select **Google** as the account type.

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

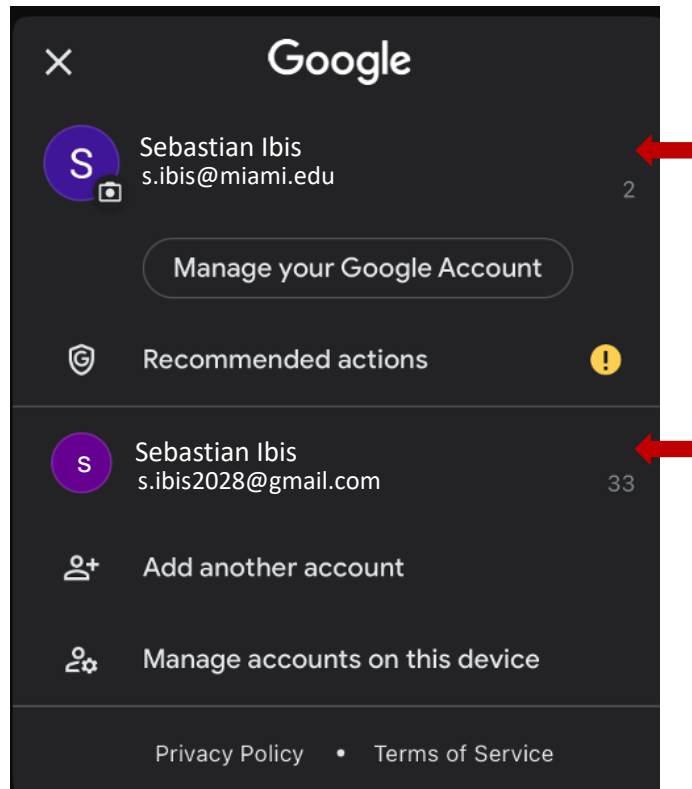Enter your university email address then click **Next**.

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 see all your configured accounts in your shared inbox.

STUDENT TECHNOLOGY
HELP ⚙ DESK

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