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

Note: Configuring Gmail within non-Gmail mail applications (e.g., Apple Mail, Outlook for desktop, Outlook mobile app) includes limited functionality, such as sending and receiving email only. For full functionality, including calendar and contacts, you must use Gmail via the web (gmail.miami.edu) or the Gmail mobile app for iOS or Android.

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

Launch the Outlook app.

On the welcome screen tap Add Account.
Enter the email address as your CanelID@students.miami.edu.

Select **Google** as the email provider.
Click OK.

Choose your university email account. If not listed, select **Use another account** to sign in with your UM email address (**CanID@miami.edu**).
Click **Continue**.

Click **Allow**.
How To Configure Your University Gmail Account as a Secondary Account in the Gmail App in iOS

In the **Outlook** app, tap menu icon.

Then click the **Gear** icon at the bottom of the window to open the **Settings** menu.
From the **Settings** menu, select **Accounts**.

Next, select **Add Account**.
Then tap **Email Account**.

Enter the email address as your **CaneID@students.miami.edu**.
Select **Google** as the email provider.

Click **OK**.
Choose your university email account. If not listed, select **Use another account** to sign in.

Choose an account

To continue to Microsoft apps & services

Sebastian Ibis
s.ibis@miami.edu

Use another account

To continue, Google will share your name, email address, language preference, and profile picture with Microsoft apps & services. Before using this app, you can review Microsoft apps & services’s [privacy policy](#) and terms of service.

Click **Continue**.

Sign in to Microsoft apps & services

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s.ibis@miami.edu

By continuing, Google will share your name, email address, language preference, and profile picture with Microsoft apps & services. See Microsoft apps & services’s [Privacy Policy](#) and Terms of Service.

You can manage Sign in with Google in your [Google Account](#).

Click **Allow**.
You will then see all your configured email inboxes.

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