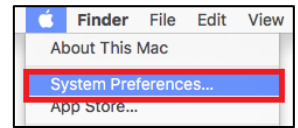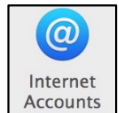# HOFSTRA UNIVERSITY®

Setting up your Hofstra Gmail on Apple Mail

Note: These instructions may vary slightly depending on the exact version of OSX you have.
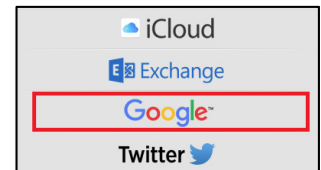
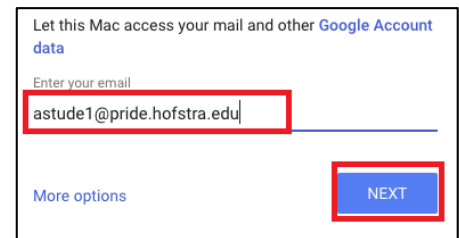**Step 1:** Click the Apple on the top left corner of the screen and then choose *System Preferences*

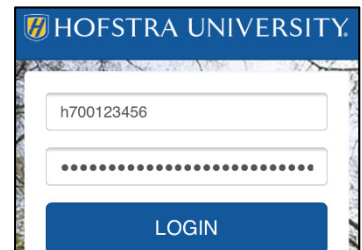**Step 2:** Click *Internet Accounts*

Step 3: Click *Google*

Step 4: When prompted, enter your Hofstra Pride email address and click *Next*

Step 5: The Hofstra Portal login window will open. Enter your Portal username and password and click *Login*

Step 6: Choose the services you wish to sync to your device and tap *Done* to complete the setup

STUDENT COMPUTING SERVICES

Need Help? Get in touch with Student Computing Services!
516-463-7777 option 1 | SCS@Hofstra.edu | www.Facebook.com/HofstraSCS