

Using Google Apps on Mobile Devices

This document will help you setup your new Google Apps email account on mobile devices. It is separated into two sections, Android and iOS devices.

Android

1. Go to “Settings” on your phone, and choose “Accounts”
2. Next choose “Add Account” at the bottom in the list of accounts.
3. Choose “Google” from the list
4. Depending on the settings of your device, at this point it may ask you for a password, security pattern, fingerprint, or PIN.
5. Enter in your full email address (i.e. jane.doe@indianabulldogrescue.com)
6. If you have already signed in to your new account, enter your password you setup and skip to step 9. Otherwise, continue on to step 7.
7. Enter in your temporary password that you were assigned
8. At this point, Google will ask you to change your password.
9. Tap on “Accept” to accept the terms and conditions (If it is your first time signing in to this account, it will give a warning about this account being managed by Indiana Bulldog Rescue. Tap “Accept” to accept this as well.)
10. Google will ask at this point to setup a method of payment. Choose “No Thanks” unless you plan on using this account as your primary Google account for purchasing apps or other media in Google Play.
11. That’s it! Your account should be setup and ready to go!

iOS

1. When using an iOS device, you must have already logged in changed from your temporary password. Go to <http://www.gmail.com> and sign in with your username and your temporary password. It will ask you to change your password. Once you’ve completed that, you can continue with the steps below.
2. On your iOS device, touch “Settings”
3. Tap “Mail, Contacts, and Calendars”
4. Tap “Add Account”
5. Tap “Exchange”
6. Enter your full email address (i.e. jane.doe@indianabulldogrescue.com) and your password and tap “Next”
7. In the Server field, enter “m.google.com” (without the quotes)
8. Leave the Domain field blank
9. In the Username field, enter your full email address again (i.e. jane.doe@indianabulldogrescue.com)
10. Your password should already be in the Password field. If not, enter it again and tap “Next”
11. Select what you want to sync (most likely Mail, Contacts, and Calendar) and tap “Save”