


## Connect to Your Student Email: Android Phone

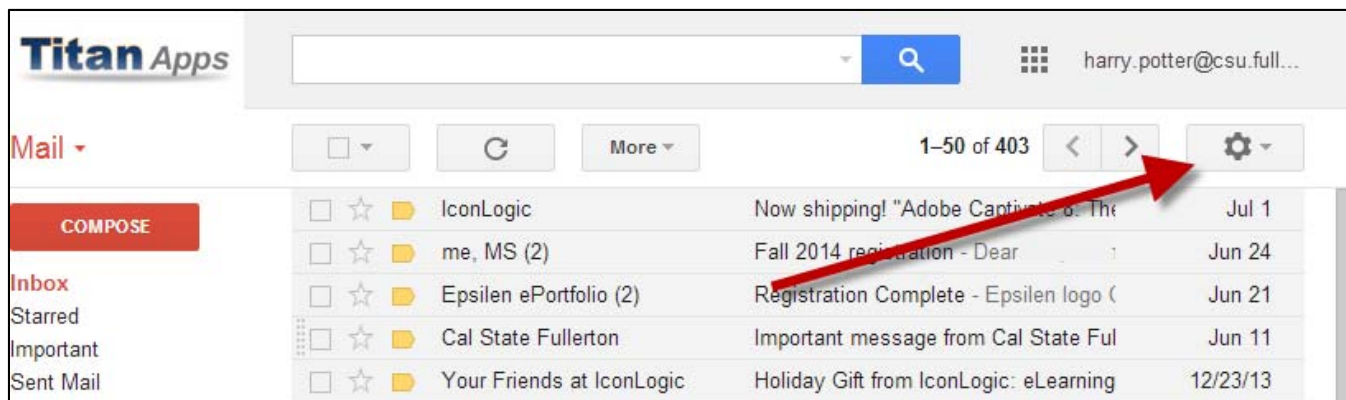
Before you can access your student email account on your Android phone, you must first enable POP/IMAP features on your student email account and set a special POP/IMAP password for your account. These steps are difficult to do on a mobile device, so it's recommended that you do parts 1 & 2 on a computer/laptop and then do part 3 on your Android phone.

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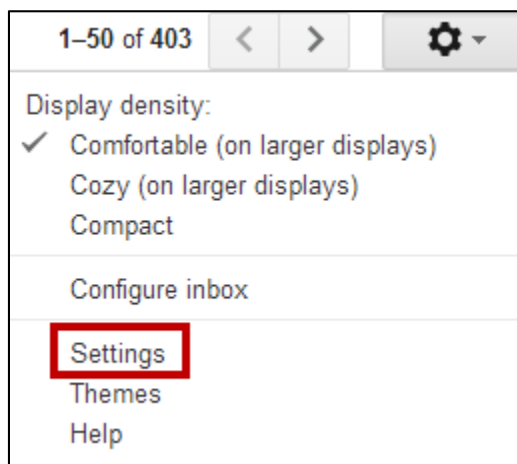
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### Part 1: Enable POP/IMAP on your Student Email Account

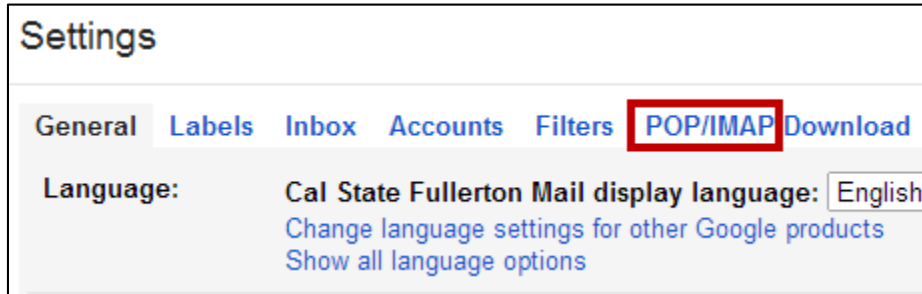
**1** Login to your CSUF student email account and click on the **Settings** icon (  ) at the far right.



**2** Select **Settings** from the drop-down menu.

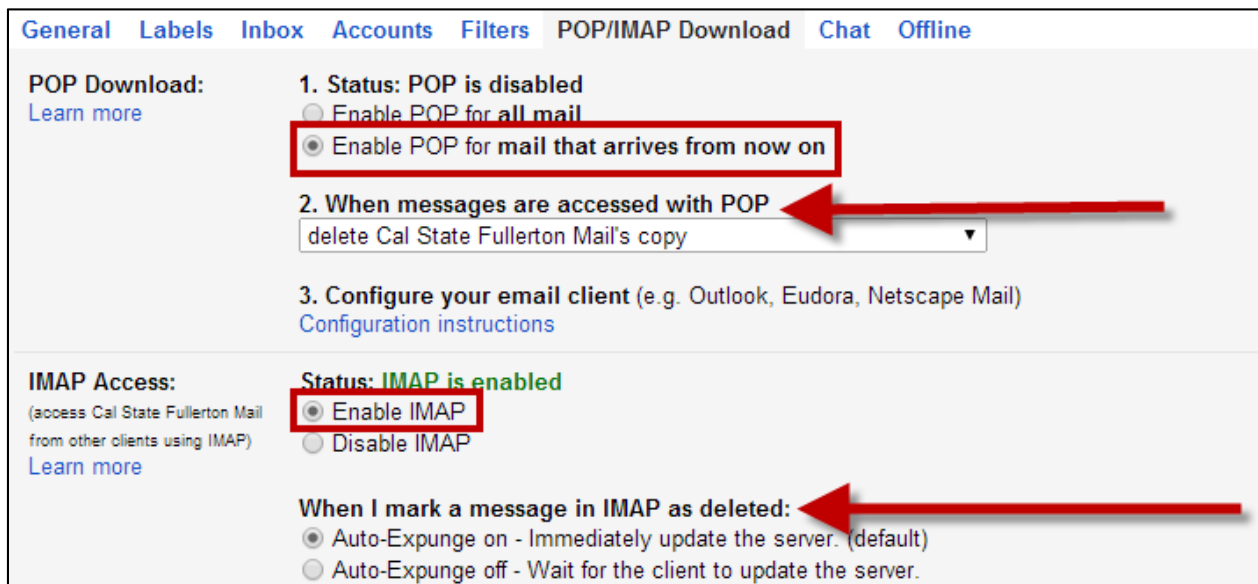


3 Select the **IMAP/POP** menu.

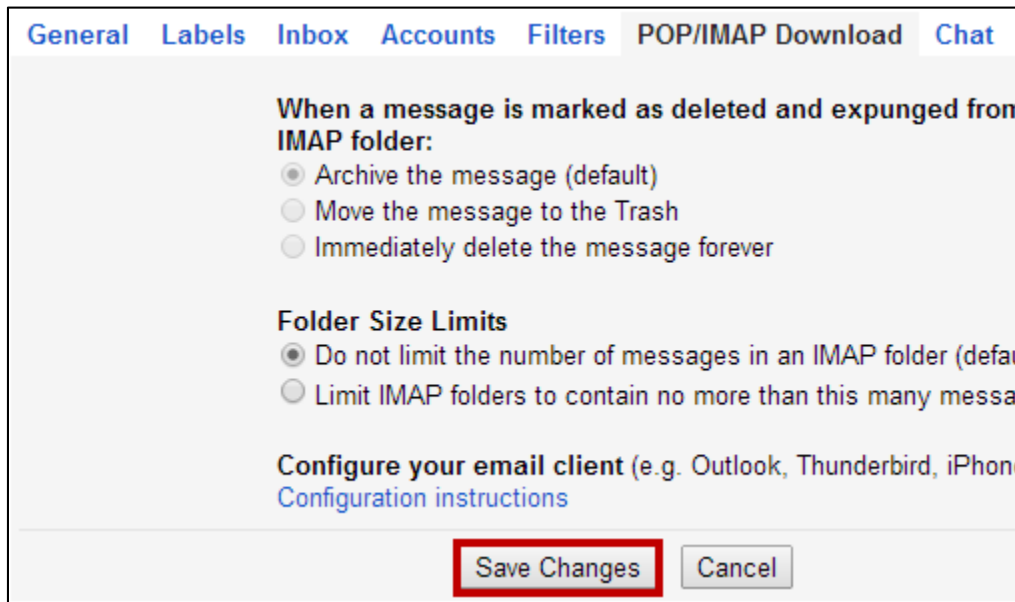


4 In the POP Download section, click **Enable POP for mail that arrives from now on**. In the IMAP Access section, click **Enable IMAP**.

**NOTE:** for both options you should decide what you want to happen with your deleted emails; that is, when you delete an email on your mobile device do you want the email to be deleted from your student email account, archived in your student email account, marked as read in your student email account, or left as unread in your student email account.



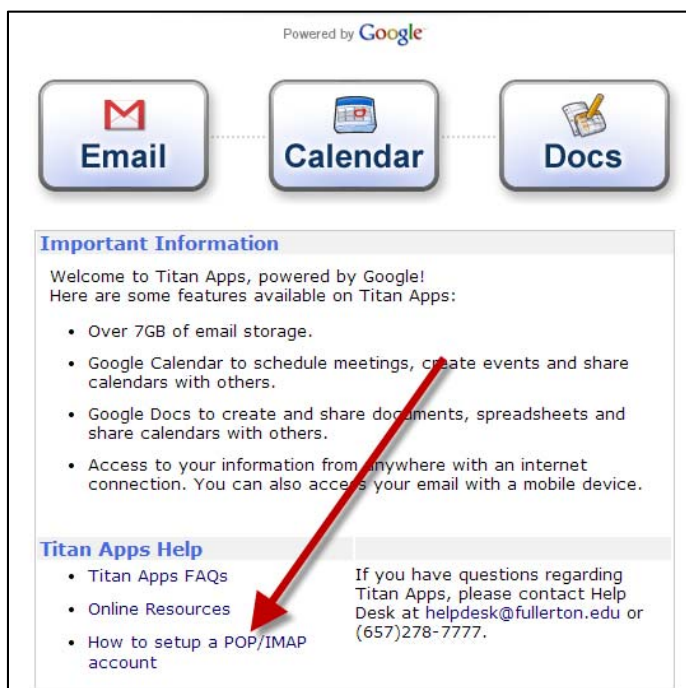
5 At the bottom of the POP/IMAP screen, click **Save Changes**.



## Part 2: Set a POP/IMAP Password

1 Login to your student portal and click on the **Titan Apps** icon/tab.

2 Click on **How to setup a POP/IMAP account**.



**3** In the *Step 2 – Set Password* section, enter a strong password that meets the listed requirements and then click **Set Password**.

**Note:** The password you set may be the same as your current student email/portal password if you wish but note that this does not *change* your student email/portal password.

**Step 2 - Set Password**

The strong password must contain the following:

- at least 1 lower-case letter
- at least 1 upper-case letter
- at least 1 number
- greater than 10 characters

It may take up to 24 hours to update your new password.  
Enter a strong password:

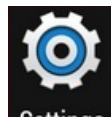
**Set Password**

This password is used to access your POP/IMAP account only.  
Your CSUF password will not be changed.

Once the password has been set, it may take 10 minutes to 24 hours to update the system.

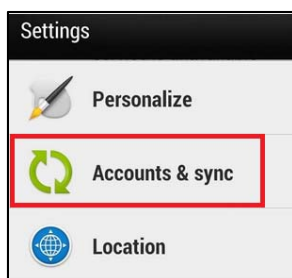
## Part 3: Add Your Student Email Account to Your Android Phone

**NOTE:** These screenshots were taken on a HTC One phone but these steps should be similar for most Android phones. View your device's user guide for additional assistance.



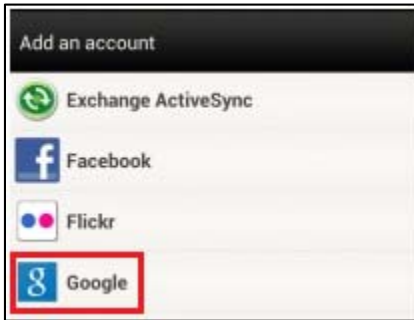
**1** In the App list, tap **Settings** ().

**2** Tap **Accounts & Sync** or **Account**.

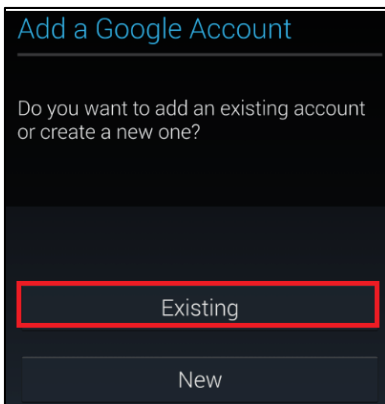


**3** Tap **+** or **Add account** to add an account.

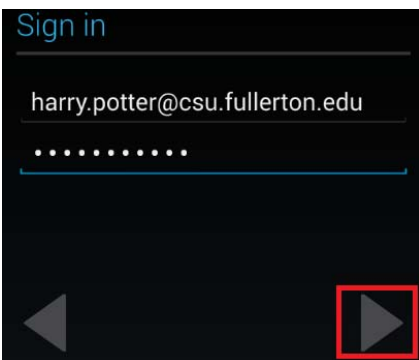
4 Tap **Google**.



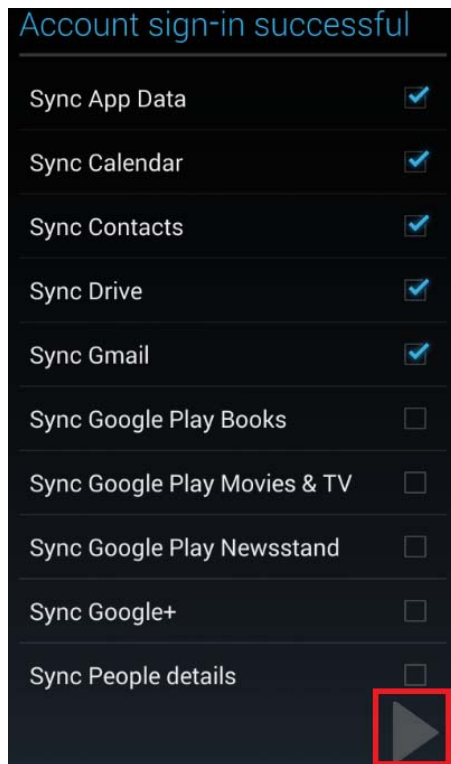
5 On the **Add a Google Account** screen tap **Existing**



7 Enter your student email address and the POP/IMAP password you created in part 2 of this guide. Then tap on the arrow or **Next**.



6 Choose whether you want to just sync your emails or if you want to sync your email, contacts and calendar items.. Then tap the arrow or **Sign In**.



7 Once your account credentials are verified, it may take a moment for your emails (and calendar, contacts, etc.) to be synced to your device. **Note:** You will see your emails in your Gmail app.

## Need more help?

Visit the Student Genius Corner located on the first floor of Pollak Library North. View their website for their hours: <http://sts.fullerton.edu/sgc>.

Contact the Student IT Help Desk at 657-278-8888 or [StudentITHelpDesk@fullerton.edu](mailto:StudentITHelpDesk@fullerton.edu).