

## Connect to Your Student Email:


*Mac Mail (OS X Mavericks and below)*

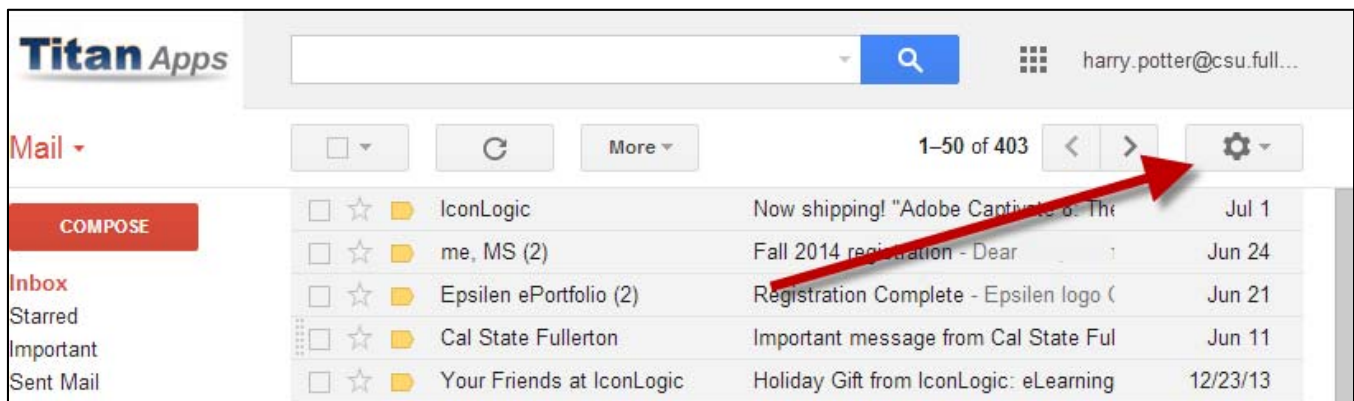
Before you can access your student email account on your e-mail client, you must first enable POP/IMAP features on your student email account and set a special POP/IMAP password for your account.

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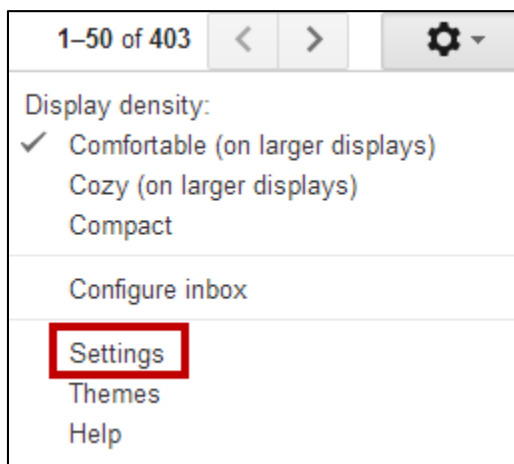
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### Part 1: Enable POP/IMAP on your Student Email Account

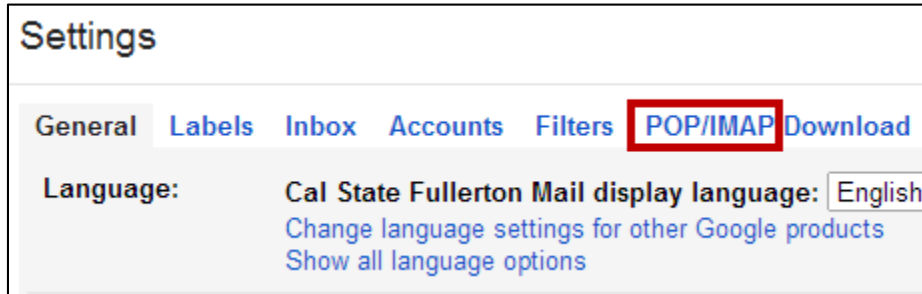
**1** Login to your CSUF student email account and click on the **Settings** icon (  ) at the far right.



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

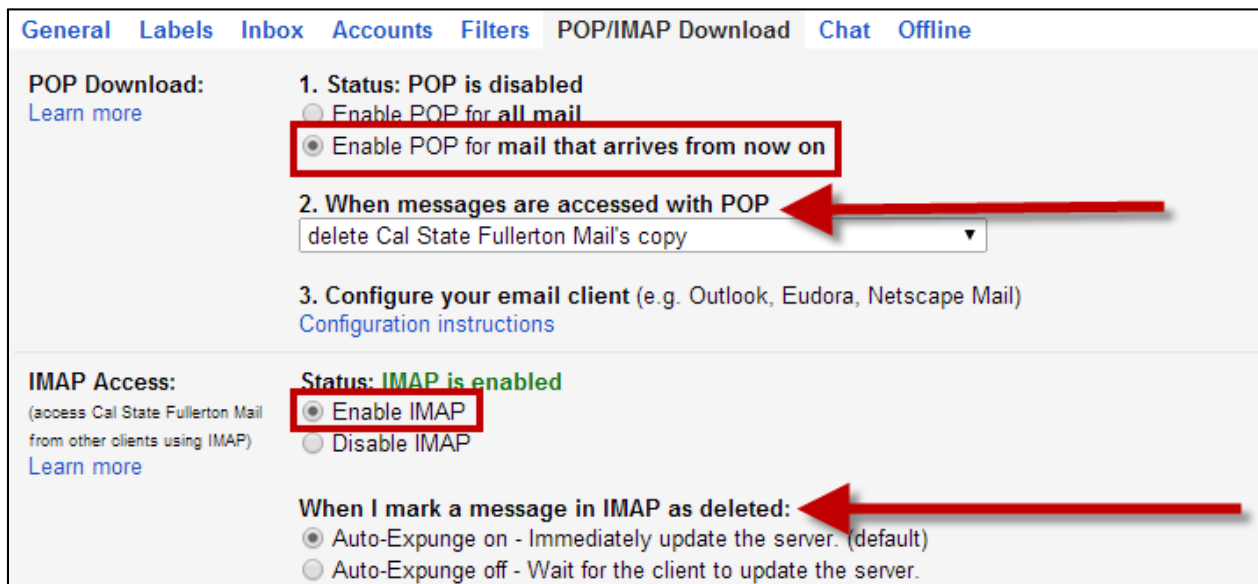


3 Select the **IMAP/POP** menu.

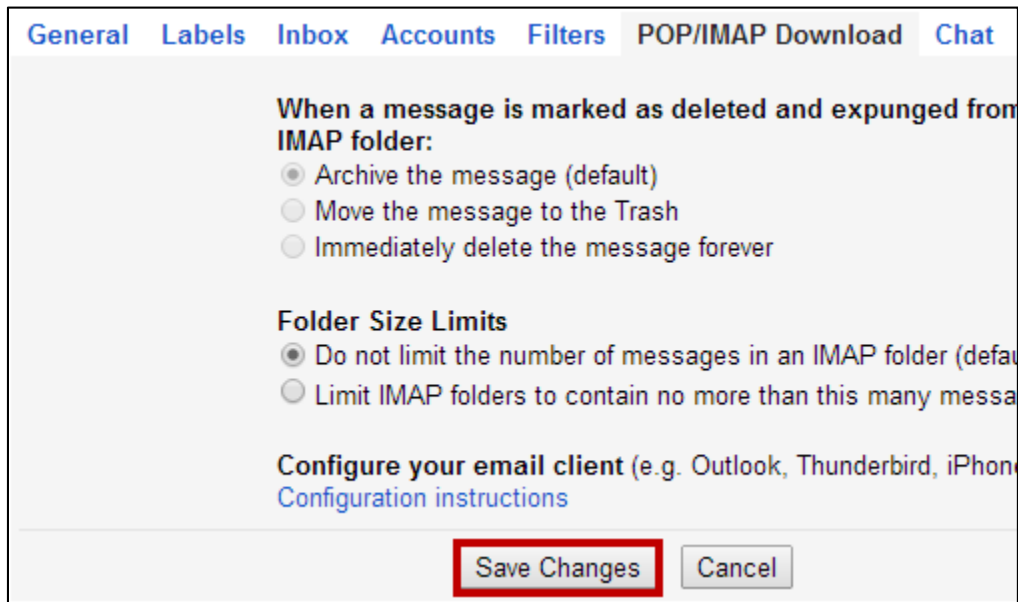


4 In the POP Download section, click **Enable POP for mail that arrives from now on**. In the IMAP Access section, click **Enable IMAP**.

**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.



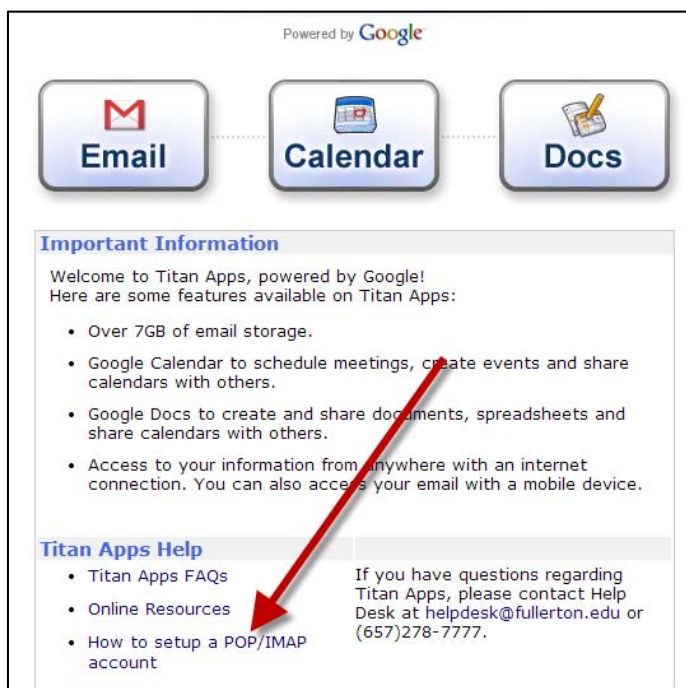
5 At the bottom of the POP/IMAP screen, click **Save Changes**.



## 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 Mail

**1** If you are opening Mail for the first time, a window will appear to add an account. Choose the **Google** account and click **Continue**.

Choose a mail account to add...

iCloud

Exchange

**Google**

YAHOO!

Aol.

Add Other Mail Account...

**NOTE:** You can also add an account by clicking **Mail** and then choosing **Accounts**. Then, click on the + sign to add a new account.

2 Enter your student email Information using your full **@csu.fullerton.edu email address** and the **password** you created in **Part 2**.



The image shows a screenshot of a Google account setup dialog box. At the top is the Google logo. Below it, the text reads "To get started, fill out the following information:". There are three input fields: "Name:" with the text "Tuffy Titan", "Email Address:" with the text "tuffytitan@csu.fullerton.edu", and "Password:" with a series of dots. The "Email Address" and "Password" fields are highlighted with a red border. At the bottom, there are two buttons: "Cancel" and "Set Up".

3 Click **Set Up** to complete the setup. Once your account credentials are verified, it may take a moment for your emails (and calendar, contacts, etc.) to be synced to your device.

## 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).