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FAQ – How do I sync my Wilkes email to my Android device?						

## Purpose

This guide details the steps necessary to sync your Wilkes email on your Android device.

Requirements

- An Android device.
- An active Wilkes account.

Notes

Make sure your device is up to date.

Process

1. Swipe down on your unlocked screen.



2. Press the **Settings** (gear) icon.

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3. Scroll down and select Accounts.

1:45	
	Storage 74% used - 16.69 GB free
<b>(</b>	Privacy Permissions, account activity, personal data
0	Location On - 13 apps have access to location
đ	Security Play Protect, screen lock, face unlock
	Accounts SoundCloud, WhatsApp, and Google
	Accessibility Screen readers display interaction controls
Sele	ct Add account.
+	Add account

5. Select **Google** for the account type.

4.

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1:45		۲	400	Θ 🗑	9	2%
÷	Add an account				Q	?
0	Duo					
Μ	Exchange					
G	Google					
Μ	Personal (IMAP)					
_						

6. Type in your full Wilkes email address (including @wilkes.edu) in the email field and click Next.

1:45	€ ⊕ ⊖ ♥⊿ 🕯 92%
	Google
	Sign in
with your (	Google Account. Learn more
Email or phone	e
Forgot email?	
sreate account	



7. On the following screen, enter your Wilkes user name (excluding @wilkes.edu) and password, and then click **Login**.

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1:46	♥ •□• ⊙ ♥◢ ▮ 92%
	Wilkes University
	Sign In
Usernan	ne
Password	
	LOGIN

8. A message will pop up; choose **Accept** to finish signing in to your account.



By signing in, you agree to the Privacy Policy and Terms of Service.



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## 9. Your account will now be listed under Accounts.



10. Your Wilkes email is now synced with the Gmail app.