

## FAQ – HOW DO I SYNC MY WILKES EMAIL USING IPHONE/IPAD?

### Purpose

- This guide lists the steps for syncing Wilkes email with an iPhone or iPad

### Requirements

- iPhone or iPad
- Active Wilkes account

### Notes

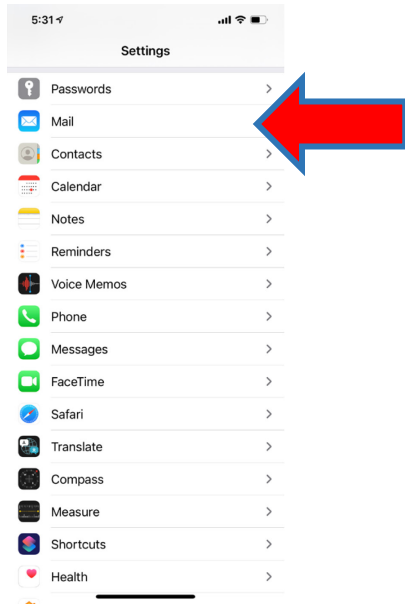
- Make sure you have logged into <http://ewilkes.wilkes.edu> at least once to make sure your Google email account is active and functional

### Process

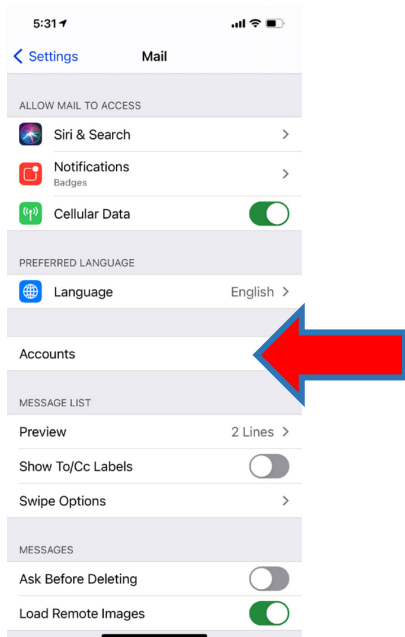
1. Open **Settings**



2. Scroll down and select **Mail**

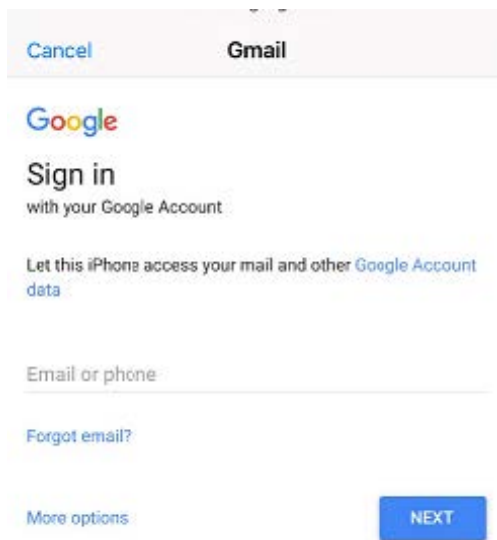


3. Select **Accounts**

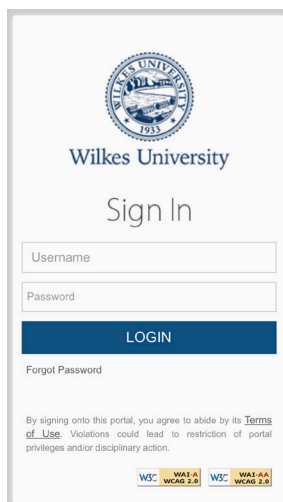


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4. Select **Add Account**
5. Select **Google**
6. Sign in with your Wilkes email address (**including @wilkes.edu**) and password



7. You will be redirected to the Wilkes Portal sign in page. Sign in with your Wilkes username (**excluding @wilkes.edu**) and password



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8. Choose what items you wish to sync and then select **Save**



9. Your Wilkes email account is now synced