

Setup Data phone to access UD email

The incoming email is POP3 and can ONLY be set to **RECEIVE** your UD email.

Mail description = ex. Joe's WorkMail
Incoming email server: pop3.dbq.edu
email address: UserID@dbq.edu (Ex: JSpartan@dbq.edu)
userid: UserID (Ex: JSpartan)
pw: MyPassword (Your UD email password)

SENDING Outgoing mail --setup for outgoing mail

<http://mail.google.com/support/bin/answer.py?hl=en&answer=22370>

The above link instructs how to use Gmail to send using your UserID@dbq.edu account.

Gmail's custom 'From:' feature lets you use Gmail to send messages with another of your email addresses listed as the sender in place of your Gmail address. This way, it's easier to manage multiple accounts from the Gmail interface. The custom 'From:' feature works only if you already own the alternate address as part of a separate account. To send mail with a different Gmail username, you must first have that account available (UD's email account). Select an option below for instructions on how to set this up.

Login to your Gmail account

- click on Settings and select the Accounts and Import tab
 - Under Send mail as, click **Add another email address**
 - Enter your name as you would like it to appear: FirstName LastName
 - Enter your UD email account UserID@dbq.edu
 - Accept Default selection to "Send through Gmail (easier to set up)
 - It will send verification to your UD email account
 - Go to your UD email and either click on the link in the confirmation email or enter the code and press Verify.
 - Go back to your settings, select the UserID@dbq.edu and MAKE DEFAULT
- Any email sent from this will automatically have that address. (If you use the browser on your data-phone, it will allow you to select which address you want. If you use the Gmail program, it will use the default email account.

On the 'Outgoing server settings' page, some fields may be pre-populated. Make sure to change the following:

For SMTP server - smtp.gmail.com

For Port - 465

For Security type - SSL

Select next and continue through the setup options.

(restart your portable cell phone may need to be required.)