
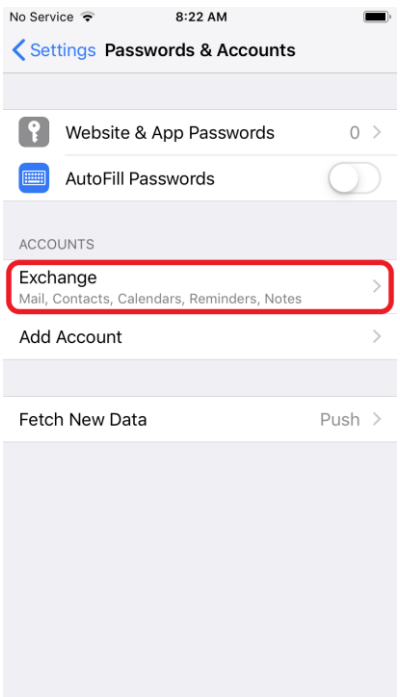
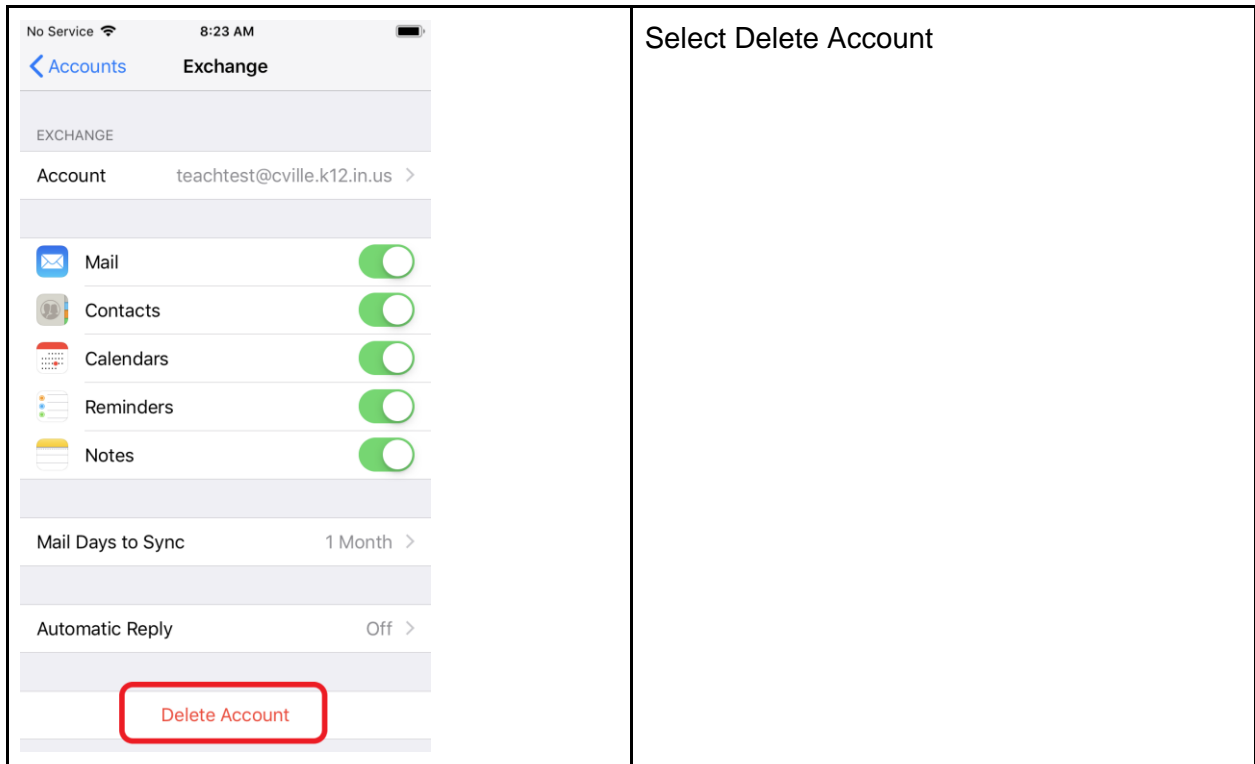


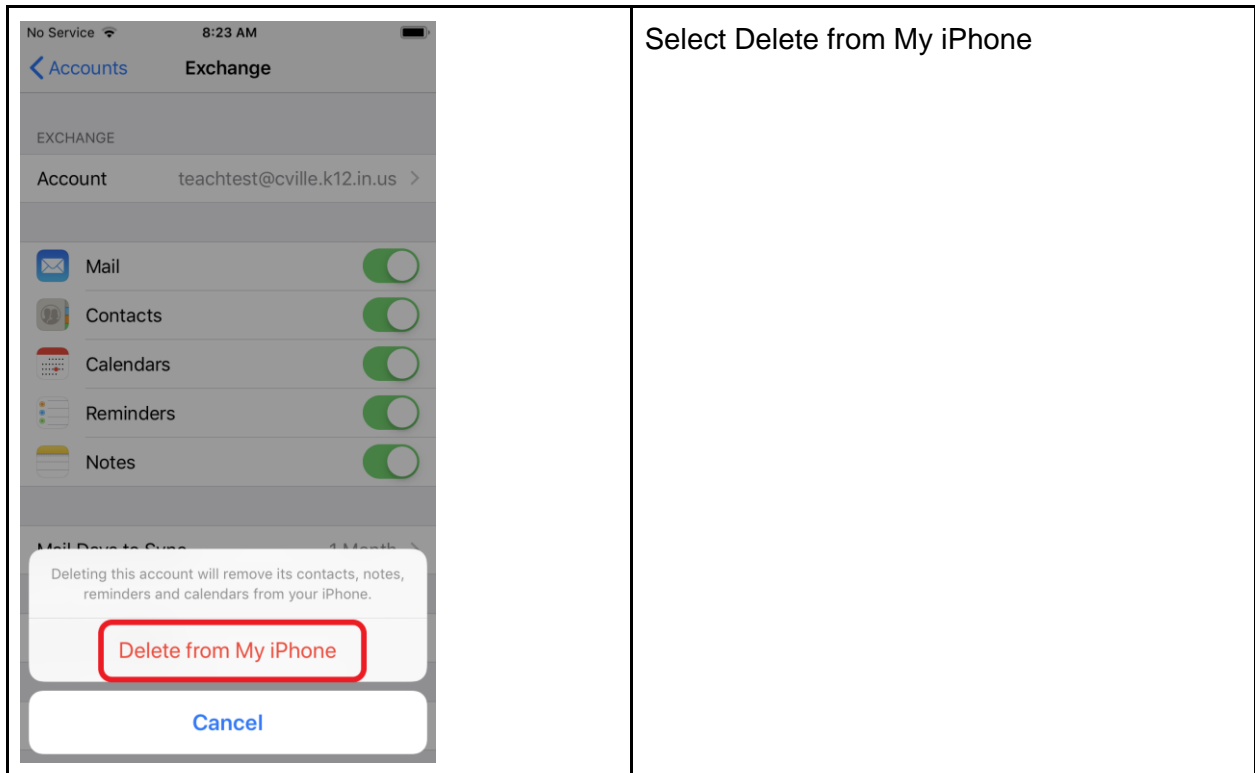
This guide will show you how to remove the old Email settings from your iPhone before adding the new Gmail based email settings. \*\*\*\*\*You have to wait and do this on or after May 4th when gmail is going live as our email provider.

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|  <p>The screenshot shows the main Settings menu on an iPhone. The 'Passwords &amp; Accounts' option is highlighted with a red rectangle. Other visible options include Battery, Privacy, iTunes &amp; App Store, Wallet &amp; Apple Pay, Mail, Contacts, Calendar, Notes, Reminders, Voice Memos, and Phone.</p> | <p>Go to settings and scroll down to select Passwords &amp; Accounts</p> |
|--|--|

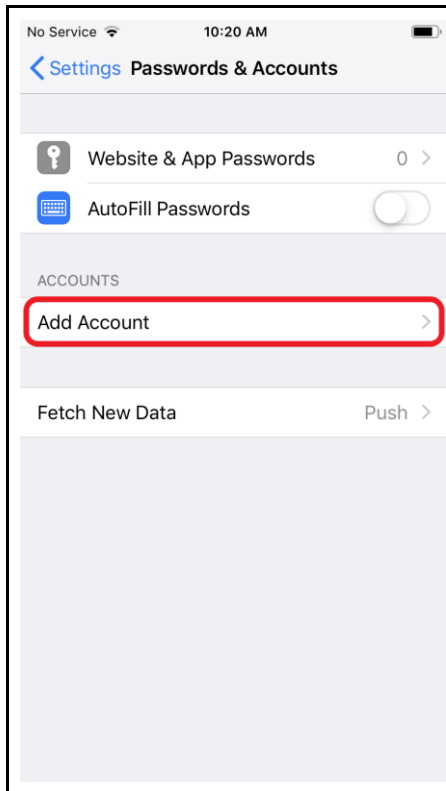
|  |  |
|--|--|
|  <p>The screenshot shows the 'Passwords &amp; Accounts' settings screen. The 'Exchange' account option is highlighted with a red rectangle. Other visible options include Website &amp; App Passwords, AutoFill Passwords, Add Account, and Fetch New Data.</p> | <p>Select the account for the Exchange server. If you have renamed it to something else you will need to figure out which account it is.</p> |
|--|--|



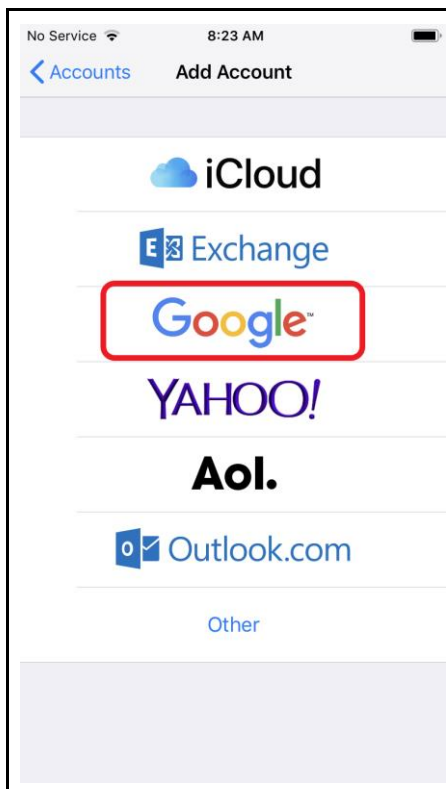
Select Delete Account



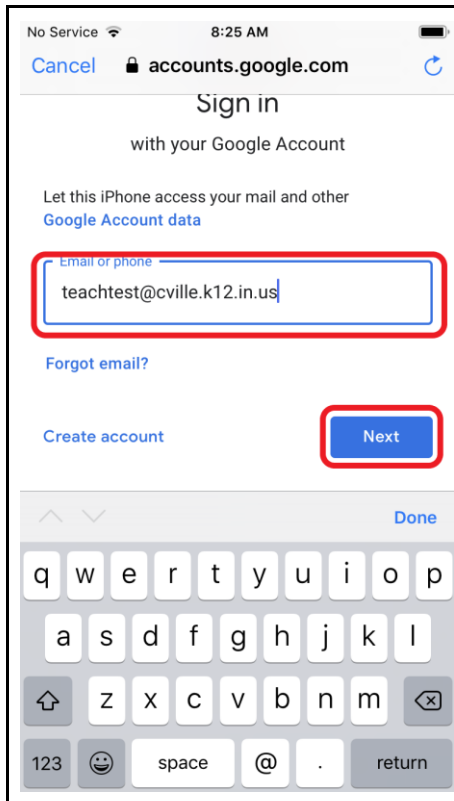
Select Delete from My iPhone



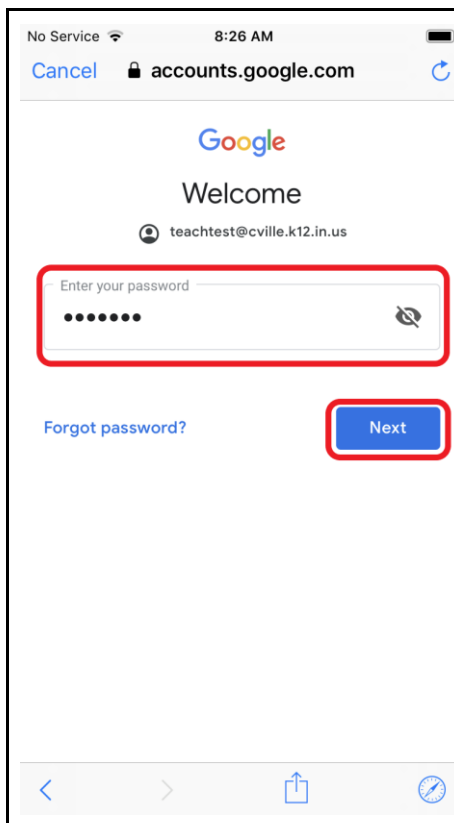
Select Add Account



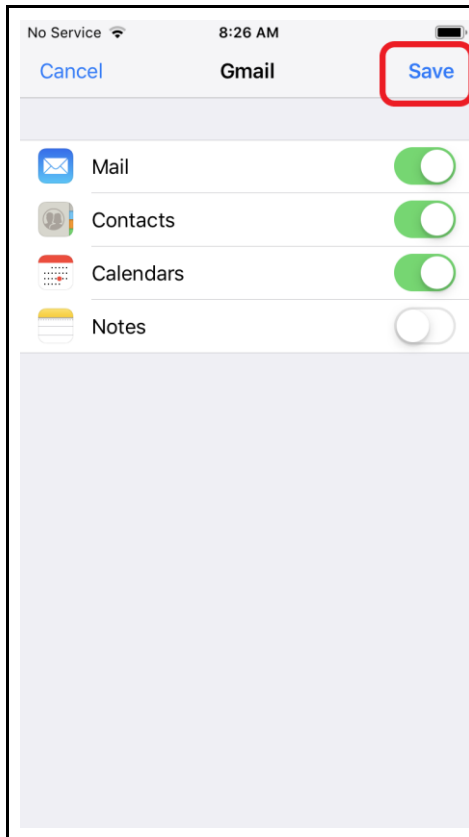
Select Google for the account type



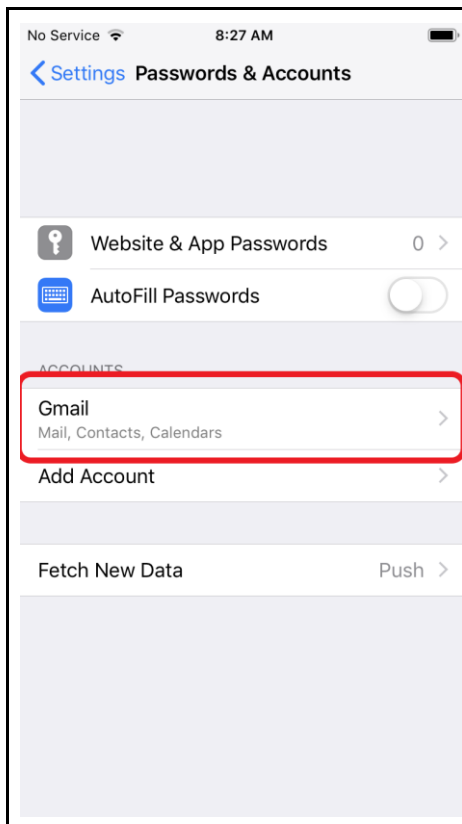
Enter your full CCSC email address into the email field then click next



Enter your school email account password and click next

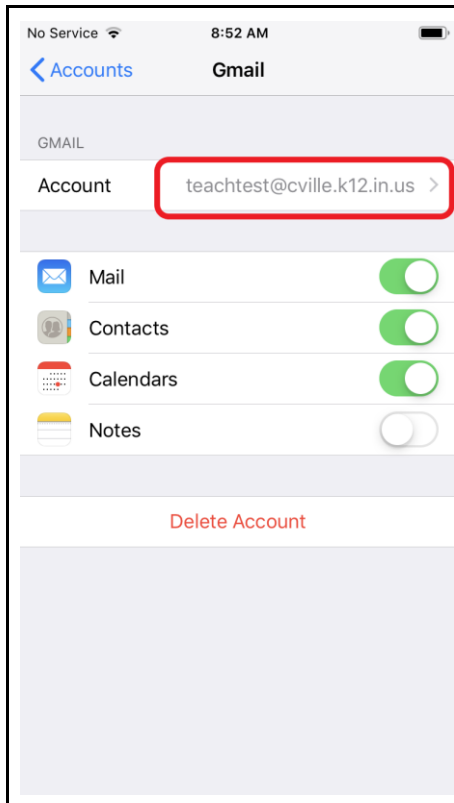


Leave default options selected and select save

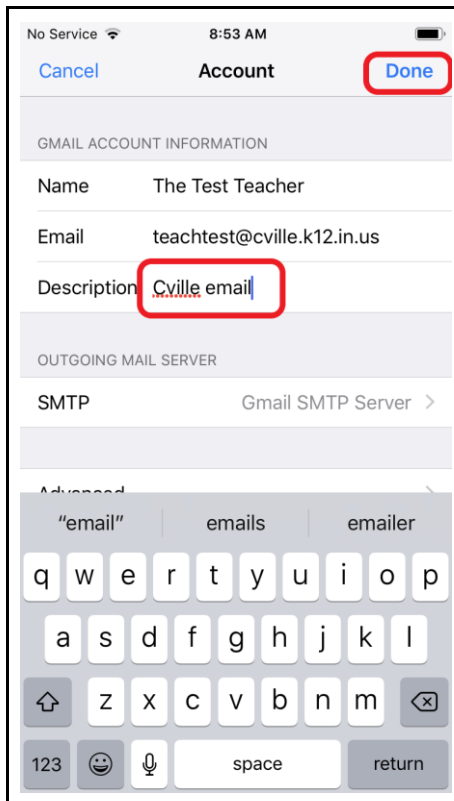


By default it will name the account Gmail if you have no other gmail accounts on the phone. If you would like to rename the account to something like "CCSC" or "Work" select the account

If you are fine with the account name Gmail then you are finished and you can close this guide. Email will start syncing to your phone.



Select email address



Enter the name for the account in the description field and click done. That's it you're all finished.