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## Configure Mac Mail to Access Brown Email

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While we recommend accessing your Brown email on the web at <u>gmail.com</u> for the best experience, you can set up the macOS Mail application to read your email if you are more comfortable with the program.

- 1. Open the Mail application on your Mac.
  - $\circ~$  If you've never added an account: Select Google and click Continue.
  - $\circ~$  If you've already set up Mail with another account, under  $\mbox{Mail},$  select

## Accounts... > Add Account... > Google.

- 2. Sign in to your Brown email as normal.
- 3. Accept the prompts confirming that you want to connect Mail to your Google account.
- 4. Select what Apple apps you'd like to use your Brown Google account with.

Your mail should begin syncing to your Mac Mail application. Please be patient as the initial fetch may take time.