Adding a mail account in Gmail

1. From your Personal Gmail account go into Settings (开水) > “Accounts and Import” > “Add a POP3 mail account you own” and fill in your Farmingdale Gmail Address as shown below.

![Image of Gmail - Add a mail account you own - Mozilla Firefox](https://mail.google.com/mail/u/0/?ui=2&ik=f3b6603456&view=ma)

   **Add a mail account you own**

   Enter the email address of the account to get mail from
   (Note: You may add 5 more of your accounts)

   Email address: username@farmingdale.edu

   [Cancel] [Next Step]
2. Use the settings shown below and make sure to include @farmingdale.edu on your username and use your Farmingdale Gmail password.

![Add a mail account you own](image)

Email address: **username@farmingdale.edu**
Username: **username@farmingdale.edu**
Password: ********
POP Server: pop.gmail.com  Port: 995  
- Leave a copy of retrieved message on the server. [Learn more]
- Always use a secure connection (SSL) when retrieving mail. [Learn more]
- Label incoming messages: **username@farmingdale.edu**
- Archive incoming messages (Skip the Inbox)

[Add Account]
3. If you would like to be able to send emails from your Farmingdale Gmail address, continue following the below steps. If not, select No.
4. Fill in your First and Last name and check off “Treat as an alias”
5. Use the following information to configure your Gmail SMTP settings. Make sure to include @farmingdale.edu in your username and use your Farmingdale Gmail password.
6. A verification link and code will be sent to your Farmingdale Gmail address; click the link in the email and you will now be able to send emails from your Farmingdale Gmail address while on your Personal Gmail account.