## **Configuring Stockton Student Email for IMAP/POP3**

If you would like to connect to your Stockton Student Email from a software client that utilizes IMAP or POP3 you can follow the instructions below. We suggest using IMAP rather than POP3 so that your mail remains synced across all devices you may use to check you Stockton Student email.

- 1. Please visit <u>http://go.stockton.edu/gssoi</u> if this is your first time enabling IMAP for your Stockton Student email account.
- You will need to create a password that will only be used for IMAP access to your account. Enter your Stockton Go portal email address, portal password, and a unique IMAP password for your account. (You may also use this site to change your IMAP password in the future if needed)

Stockton College - Google	
Email	student@go.stockton.edu
Portal Password	
New IMAP Password	
	Submit

 Once you hit submit, you will be brought to a Google website that will walk you through setting up IMAP in your Stockton Student email account. To perform these steps log into your Stockton Student email from any computer and make the needed configuration change as seen below:

Select an option below for instructions on how to enable POP or IMAP I want to enable IMAP

If you're a Gmail user, and you're looking for instructions to sync your account via IMAP/POP in Outlook, Apple Mail, Thunderbird, etc., please refer to our configuration instructions for POP and IMAP access.

You can retrieve your Gmail messages with a client or device that supports IMAP, like Microsoft Outlook or Apple Mail.

## Enable IMAP in your Gmail settings

- 1. Sign in to Gmail.
- 2. Click the 🖸 gear in the top right.
- 3. Select Settings.
- 4. Click Forwarding and POP/IMAP.
- 5. Select Enable IMAP.
- 6. Click Save Changes.

Note: This setting is not available while using the basic HTML view of Gmail. To enable IMAP, use the standard view instead. Find out more about standard view and basic HTML view. 4. Once the configuration change has been made on your account, you can also select a specific device to get the needed settings for your client.



5. Please remember, for iOS and Android we recommend using the Gmail application which can be downloaded for free from the app store. IMAP should only be used when the Gmail application is not an option for your client or device.