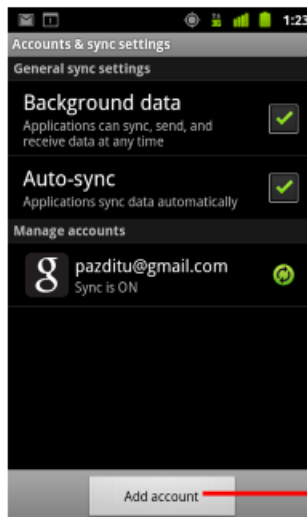


Using Google Apps on your Android phone/tablet

Using Google Apps on an Android is really easy. Just add your Google Apps account to the phone, then select the services you want to use. Each user should follow these instructions on their own phone.

1. Open the Accounts & Sync Settings screen on your phone. You can do this in Contacts by pressing **Menu** and touching **Accounts**, or directly in the Settings application.



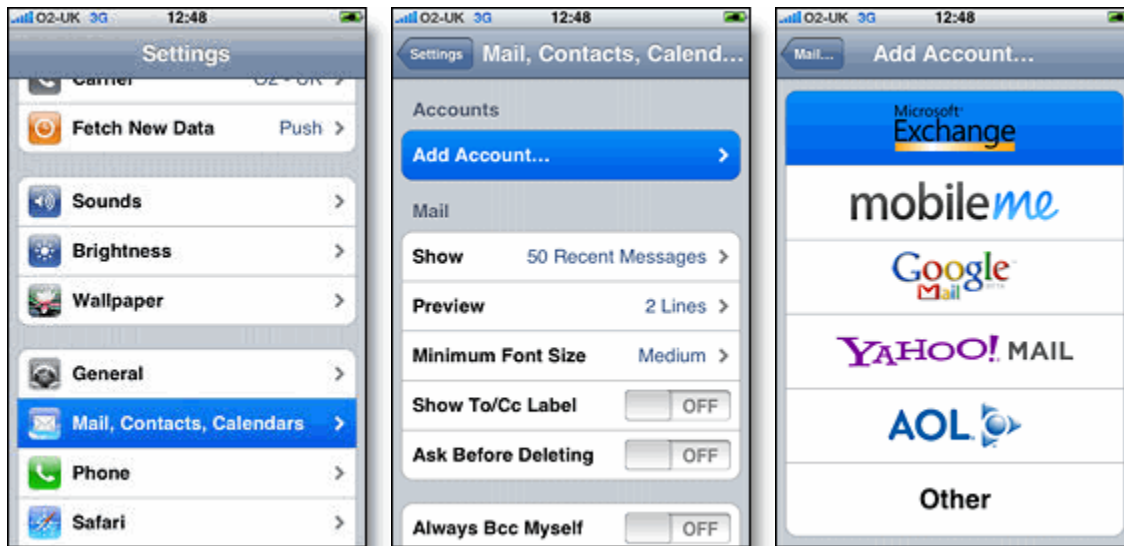
Touch Add account.

2. The Accounts & Sync Settings screen displays your current sync settings and a list of your current accounts.
3. Touch **Add account**.
4. Touch **Google** to add your Google Apps account.
5. Touch **Sign in** when prompted for your Google Account.
6. Enter your full Google Apps email address as your username, and then enter your password.
7. Select which services you'd like to sync between your phone and Google Apps.
***Note: We do not recommend turning on SMS if that option comes up.

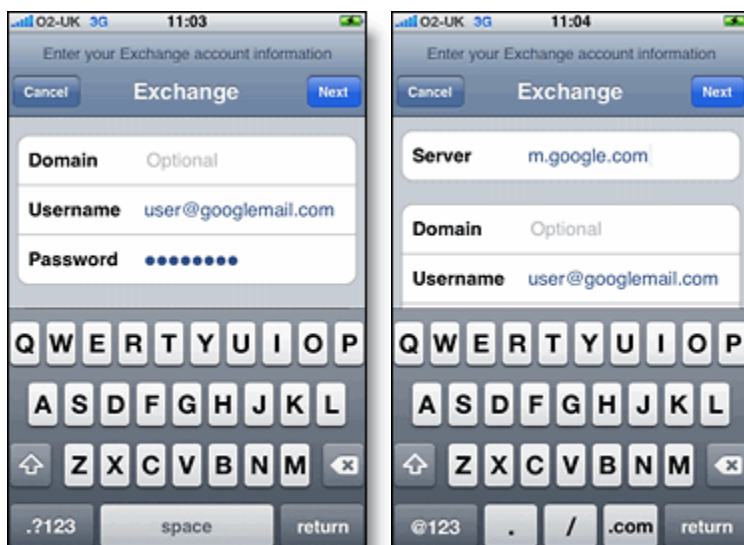
That's it! You can now use Google Apps from your Android.

Using Google Apps on an iPhone or iPad

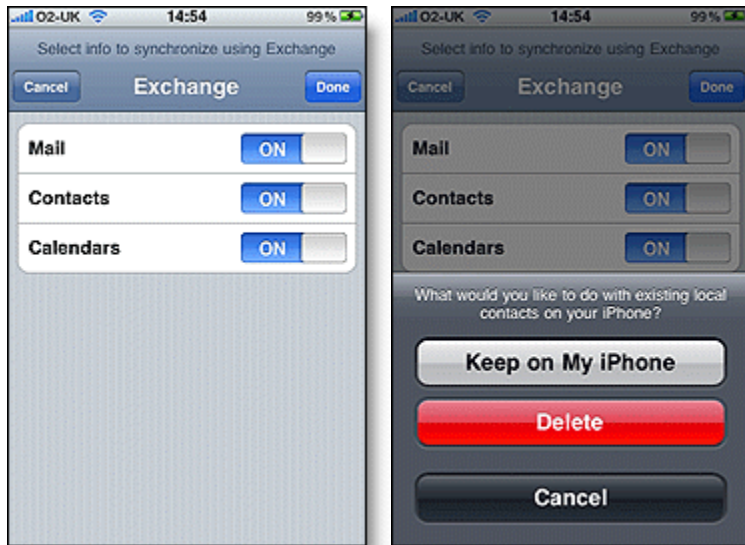
1. Open the **Settings** application on the iPhone's home screen.
2. Open **Mail, Contacts, Calendars**.
3. Tap **Add Account....**
4. Select **Microsoft Exchange**.



5. In the **Email** field, enter your full Gmail address (yourname@warsawk12.org).
6. Leave the **Domain** field blank.
7. Enter your full Google Apps email address as the **Username** (yourname@warsawk12.org).
8. Enter your Google Apps password as the **Password**.
9. Tap **Next** at the top of your screen. (Choose **Cancel** if the **Unable to Verify Certificate** dialog appears.)
10. When the new **Server** field appears, enter **m.google.com**.
11. Press **Next** at the top of your screen again.



12. Select the Google Apps services (Mail, Calendar, and Contacts) you want to sync.
13. Unless you want to delete all the existing Contacts and Calendars on your phone, select the **Keep on my iPhone** option when prompted. This will also allow you to keep syncing with your computer via iTunes.



That's it! You can now access Google Apps from your iPhone. If you have Push enabled on the phone, synchronization starts automatically. You can also just open the Mail, Calendar, or Contacts app and wait a few seconds to start a sync.