

Exchange Email in Mac Mail

- 1. Open Mac Mail (the postage stamp icon in the dock)
- 2. Choose Exchange and click "Continue"



3. Type the name of the account, your SSU email address, and SSU password

	E 🛛 Exchange
To get started, fill o	ut the following information:
Name:	Your Name
Email Address:	SeawolfID@sonoma.edu
Password:	•••••
Cancel	Back Sign In

4. If entered correctly, you will be asked which apps you would like to use with this account. After you have selected, click "Done"







	Mail
	Contacts
	7 Calendars
2	Reminders
~ ~	Notes

5. Your email should beging populating!

TO ADD AN ADDITIONAL ACCOUNT TO MAC MAIL:

6. Open Mac Mail

7. In the toolbar at the top of the screen, click "Mail" and then "Add Account" and refer to the previous steps





