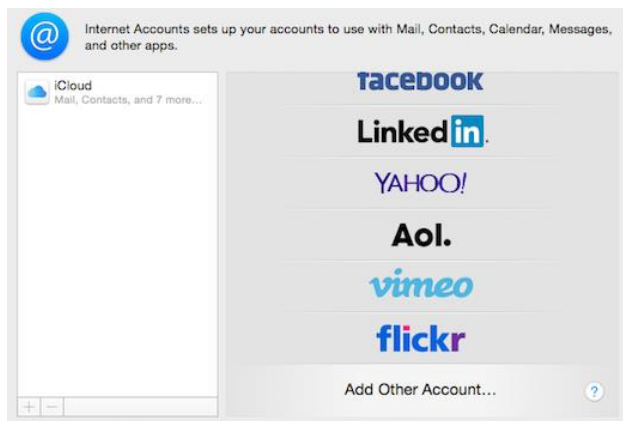


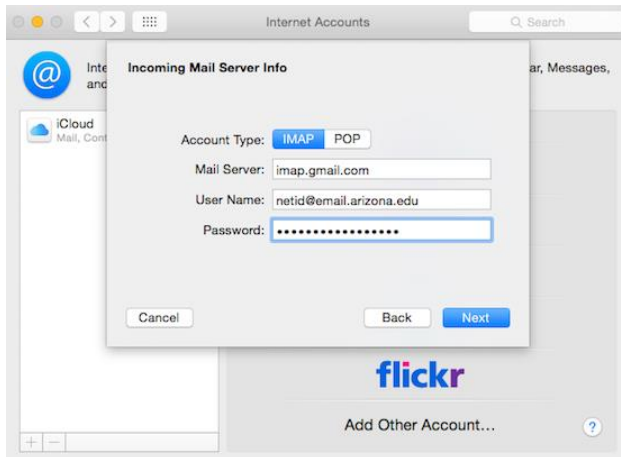
CatMail Configuration Instructions for Apple Mail 8.2 on OS X 10.10.2



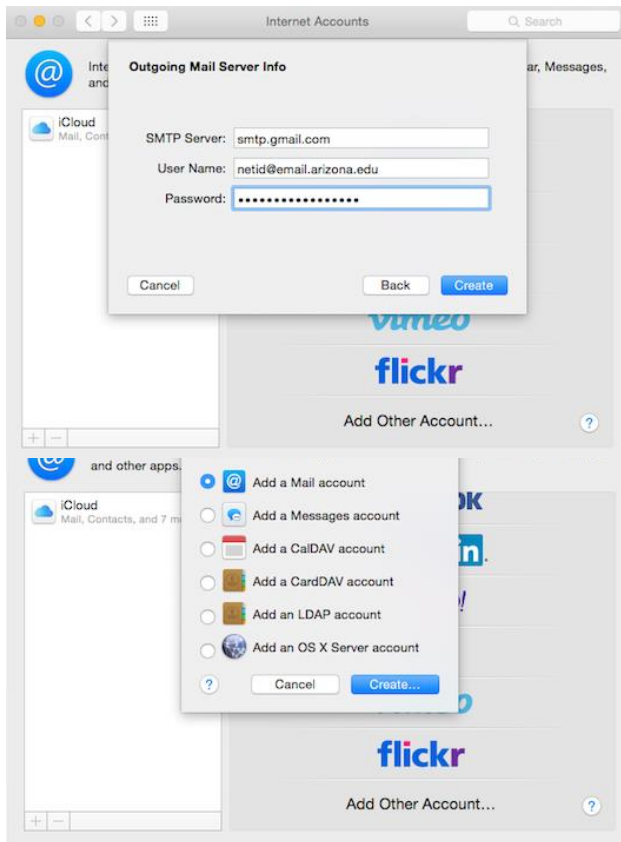
1. Open Apple Mail (click its icon in the Dock, or open it from the Applications folder).
2. From the **Mail** menu, choose **Accounts**.
Click the Add Account (+) button.



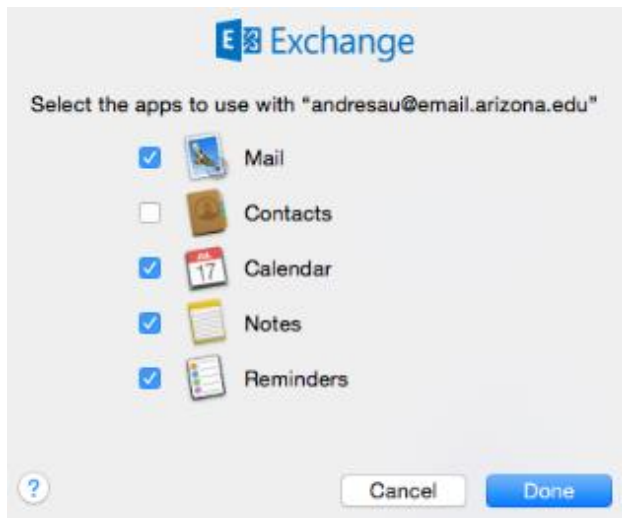
3. Select **Add Other Account** from the list of account types available.
4. Select **Add Mail Account** when prompted to choose an account type.
5. Enter your **name** as you would like it to appear on all outgoing messages, your **university email address**, and **secondary CatMail password** in the window that appears, then click **Continue**.



6. Enter the **Incoming Mail Server** information
Account Type: **IMAP**
Mail Server: **imap.gmail.com**
User Name: **netid@email.arizona.edu**
Password: **CatMail secondary password**



8. Enter the **Outgoing Mail Server Information**
SMTP Server: **smtp.gmail.com**
User Name: **netid@email.arizona.edu**
Password: **CatMail secondary password**



9. Uncheck **contacts** when selecting which applications to use with your email account. If you choose to sync contacts, University contacts will be mixed in with your personal contacts.

Note: CatMail secondary password:

When your UA CatMail account was established you would have received an email notification letting you know what your secondary password is. The secondary password is not one you can create; it is automatically generated. If you do not remember what your CatMail Secondary Password is you can reset it here: <https://netid.arizona.edu>