



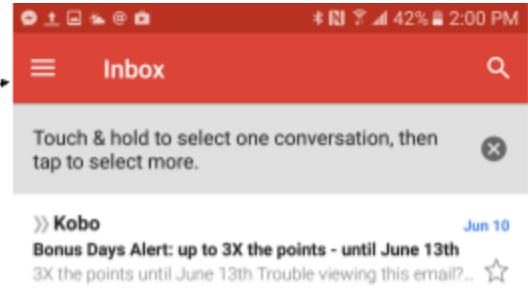
## Read, View and Reply to E-mail using the Gmail mobile app

Find and open the Gmail app. Please be sure you have selected the correct account.

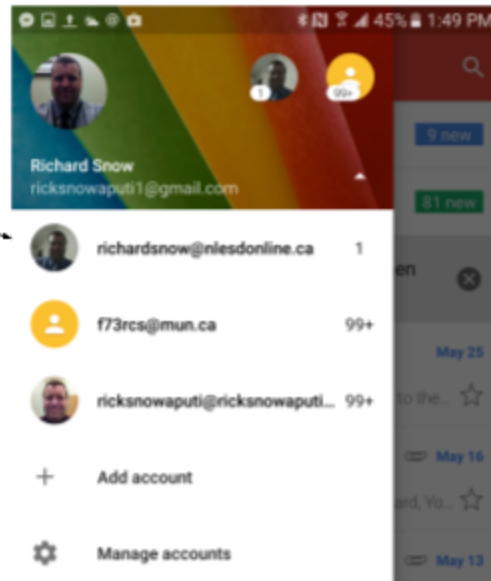


(1) Find and open the Gmail app

(2) Please click to choose settings



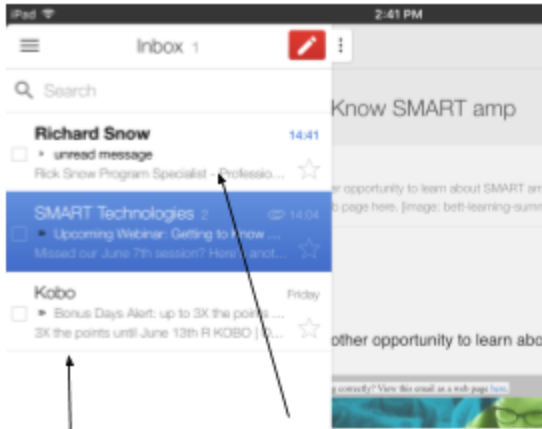
(3) Please choose the correct account





Find the e-mail you wish to read and click on it to open it.

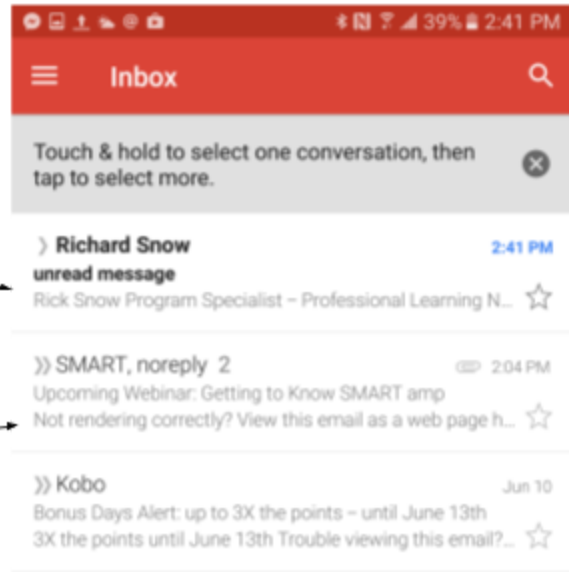
### iOS/Apple iPad



**Bolded  
unread  
message**

**Lighter read  
message**

### Android Phone





To reply to the e-mail just click on the curved arrow and follow the instructions for sending an e-mail.

