How do I access multiple Gmail accounts?

Tell Me

If you are responsible for managing multiple email accounts and the individual has already given you access, follow these steps for adding an account to your profile:

1. Log into your email account
2. In the top right, click on your name
3. From the drop-down screen, click Add account
4. Enter the log in information for the additional account and sign in
5. You should now see the new email account in a new tab/window in your browser
6. Repeat steps 2-4 for any desired accounts

Info

If you are responsible for a generic account, see this FAQ.

Related FAQs

- What options are available in Google for generic email?
- How do I make sure mass email messages from 3rd party vendors will not be blocked or flagged as SPAM?
- What types of Generic Accounts are available for Gmail at UNC Charlotte?
- How do I request a generic email account?
- How do I snooze an email and what are the settings in Gmail?