iPhone and iPad eMail Setup

Having an email signature with photos and all of your sent items showing on all of your devices even when sending from your coldwellhomes.com email will require downloading a third party app. The currently recommended app is call EASILYDO EMAIL and can be found on the app store on your iPhone or iPad:

Easilydo Email Email - Fast & Secure mail for Gmail iCloud Yahoo

By Easilydo Inc.

Open iTunes to buy and download apps.



+ This app is designed for both iPhone and iPad



"New Apps We Love!" – Apple "Well designed" – New York Times "The way to go if you own an iPhone" – Business Insider

Easilydo Inc.

Email - Fast & Secure mail for Gmail iCloud Yahoo Support >

Setting up Easilydo Mail

1. Open the app and click through the gmail setup



2. Enter your gmail address and login with your password





3. Grant authorization to Gmail

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By clicking Allow, you allow this app and Google to use your information in accordance with their respective terms of service and privacy policies. You can change this and other Account Permissions at any time.

Denv	Allow	
Dony		

Setup Coldwellhomes.com as an Alias and Default Sending Account



Nar

3. Click on your gmail address

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Done	Settings		
G your gma	ail@gmail.c	om	>
+ Add Accour	nt		>
Notifications			>
Badge Count			>
Signature			>
Swipe Options			>
Snooze Options			>
After Archive/De	lete	Next Message	>
Default Browser		Safari	>
Undo Time Wind	ow	3 Seconds	>
Preview Lines		2 Lines	>

4. Click ADD ALIAS

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\leftarrow	Gmail	
JEREMYSCHOLZ@GMA	AIL.COM	
Description	jeremyscholz@gm	ail.com
Sender Name	Jeremy	Scholz
ALIASES		
Add Alias]	>
Always Bcc Myself		\bigcirc
Del	ete Account	



5. Enter your coldwellhomes.com address, name and set as the default.



Setup Your Email Signature

1. Click the sandwich menu button.

• • • • MetroPCS		46% 🔳
Ξ	Inbox (7) Updated Just Now	Q Edit
Partners		Yesterday
WestCoast	News - January 2017	
Dear Jerem	y, Greetings for 2017! We	e trust
that your ye	ear is off to a good start.	Please
Jeremy Sc	holz	Tuesday
Fw[2]: KIDS	TAGE WEBSITE KARE	N AND
Nations		1/0/17
Plan selecte	ed: One last step	1/3/1/
Notices		1/3/17
You have a	Marketplace message w	aiting!
Notices		1/3/17
Application	submitted: Now pick you	ur plan
		Parent P
		6
Name.com	n Notifications	1/2/17

2. Click SETTINGS



- 3. Click Signature Assistant and then choose your signature by clicking the circle.
- 4. Click the back button in the upper left corner to go back a screen.
- 5. Scroll down and turn off the footer



7. Confirm removal of the footer.

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← Em	nail Footer Link	
Help sprea this text	ad the word by l below your sign	leaving ature.
This i	s how I Email no	W
We can't impr	ove without you	ır support!
Keep It		\bigcirc
Sorry, Remove It		\bigcirc

8.

9. Click back to the start page of the email program and send yourself a test message to ensure the from is your coldwellhomes.com address and that your signature looks correct.

	●●●○○ MetroPCS ᅙ	3:17 PM	43% 🔳
	Cancel	3.Clicl	k to Send
	1. To: <u>yourname@co</u>	oldwellhomes.cor	<u>n</u>
	Cc/Bcc, From: <mark>you</mark>	urname@coldwel	lhomes.com
	Subject: Test ema	i <mark>l</mark> 2.	
	agentname phone office	IME BEGINS!	
10.		COLDWELL	

11. Make modifications to your email signature if any of the formatting is off.