Log in to Google Apps through Webmail.stanford.edu


2. You should get the Stanford WebLogin page. Enter your SUNet ID and password and then click Login.

3. If this is your first time logging in, follow the on-screen instructions to activate your account.

Your Google Mail Inbox appears. For example:

Use Mail

To read a message: Click once on the message to open it.

To reply to or forward a message: Open it, and then click an option at the bottom of the message card.

To compose a new message: Click Compose.
Open Your Calendar

To open your calendar: Click the Calendar link at the top of your Mail window:

The first time you access it you’ll be asked to set your time zone, then your calendar will appear.

Use Your Calendar

To change your calendar view: Click the tabs in the upper-right corner of the view:

To view or edit details about an event: Click its name:

To create an event: Click Create Event:

If You Need Help

- Contact IT Services Desktop Support at 650.725-HELP, or submit an on-line request at http://helpsu.stanford.edu/?pcat=GoogleApps.