

Gmail Set Up App Password



You must set up the 2-Step Verification before you could set up the App Password. See this

https://wiki.questwork.com/dokuwiki/doku.php?id=course:gmail:setup_two_factor_verification:start

- Open your browser and go to <https://accounts.google.com>
- Login with your email address and password as usual
- After login, click the “Security” on the left pane
- scroll down to find the “Signing in to Google > App Password” as shown below
 - Current “status” should be “None”

The screenshot shows the Google Account Security page. The left sidebar includes links for Home, Personal info, Data & privacy, Security (highlighted), People & sharing, Payments & subscriptions, and About. The main content area is titled 'Signing in to Google' and contains a table with the following rows:

Item	Status	Action
Password	Last changed Feb 19	>
2-Step Verification	On	>
App passwords	None	>

Below this table is the 'Ways we can verify it's you' section, which includes:

Recovery phone	Add a mobile phone number	>
Recovery email	Add an email address	>

At the bottom, the 'Your devices' section is partially visible, showing 'You're currently signed in to your Google Account on these devices'.

- click the “App Password”
- google will ask you to login with your password again
- After login again, it will show you the “App passwords” page as shown below
- click “Select app” on the left and choose “Other (Custom name)”
- enter “Microsoft365”
- click [GENERATE]
- it will show a popup with the app password, please copy it and mark it together with your email address.
 - e.g. yourname@yourdomain.dom, thesistheapppassword

Last update: 2022/02/23 17:41 course:gmail:set_up_app_password:start https://wiki.questwork.com/dokuwiki/doku.php?id=course:gmail:set_up_app_password:start&rev=1645609306

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