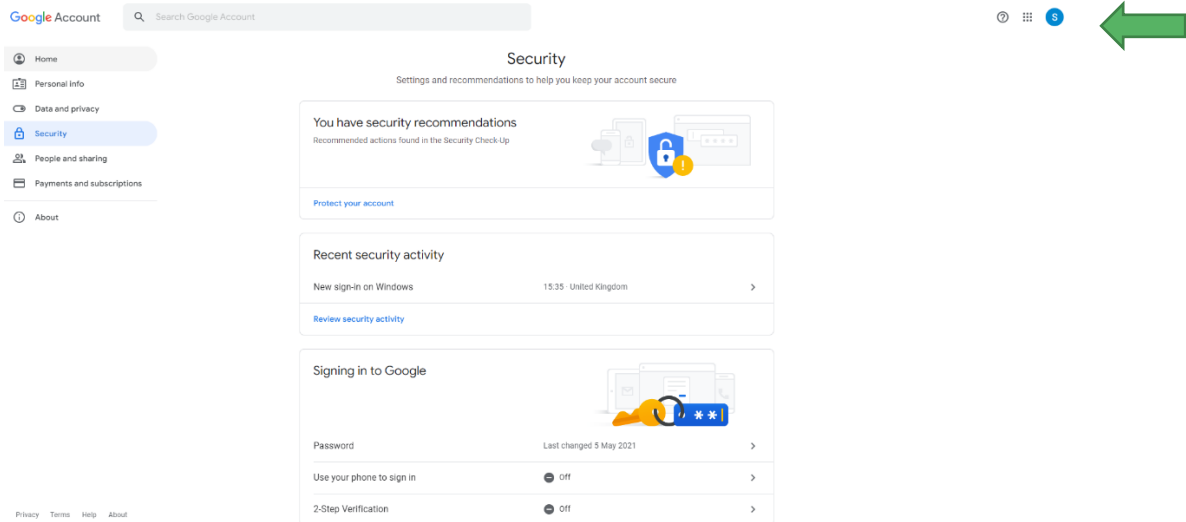
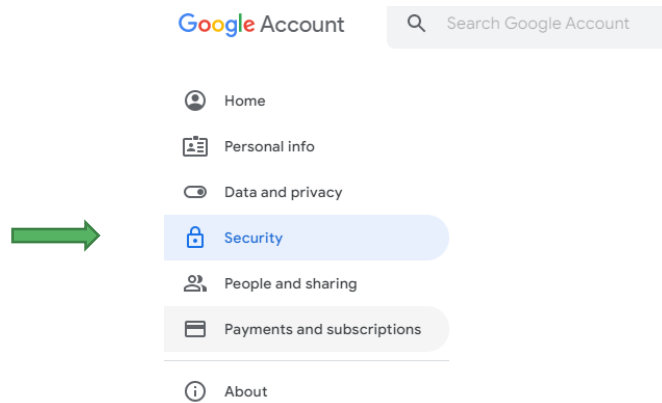


## Guidance on creating App Passwords for Gmail accounts due to end of support for Less Secure Apps

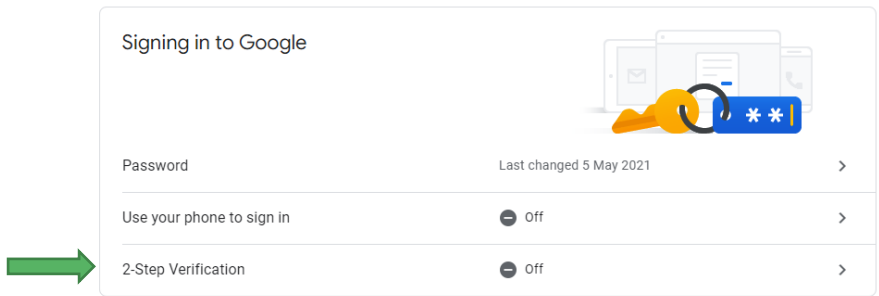
1. Sign into the Google account and go to 'Settings'



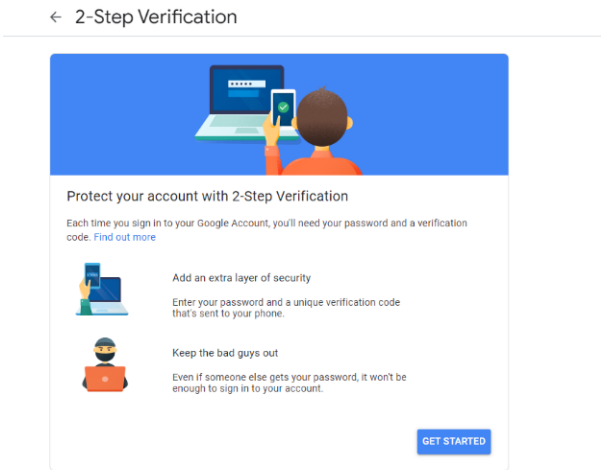
2. Select 'Security'



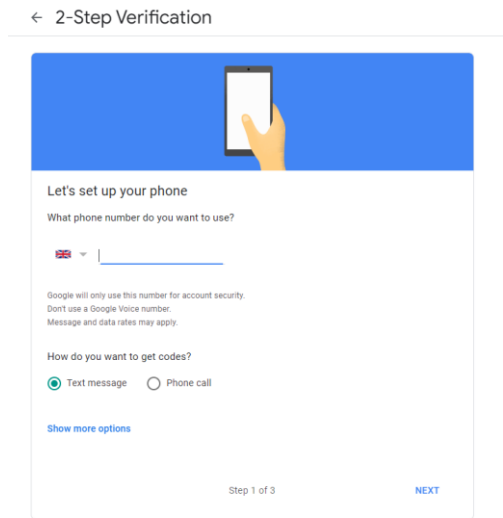
3. Check if two step verification is enabled. (Skip to Step 8 if already enabled)



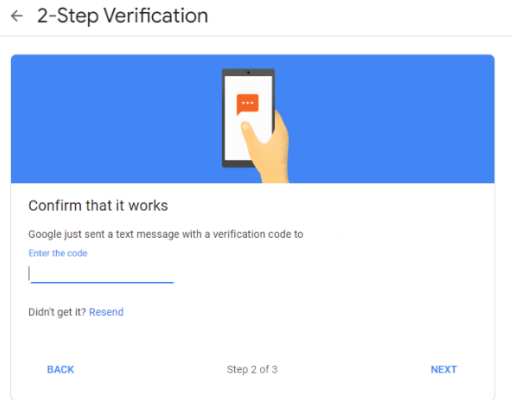
4. Follow the instructions to configure two-Step Authentication



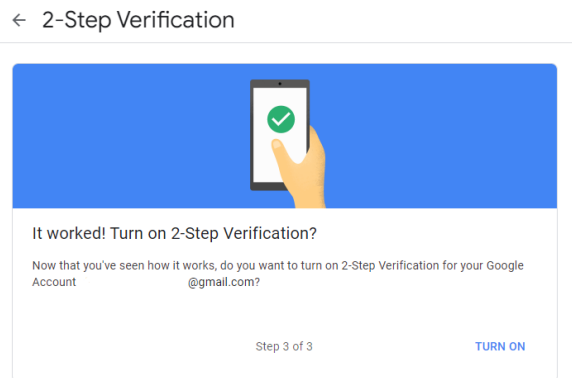
5. Add telephone number and delivery method



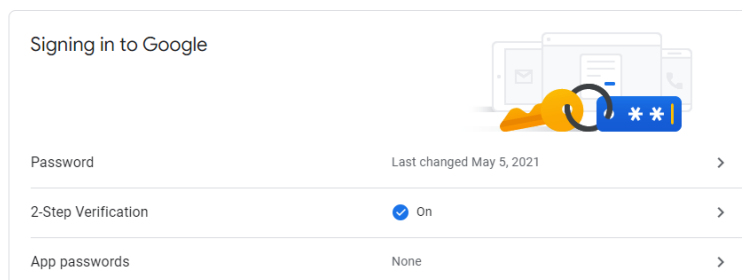
6. Enter the verification code



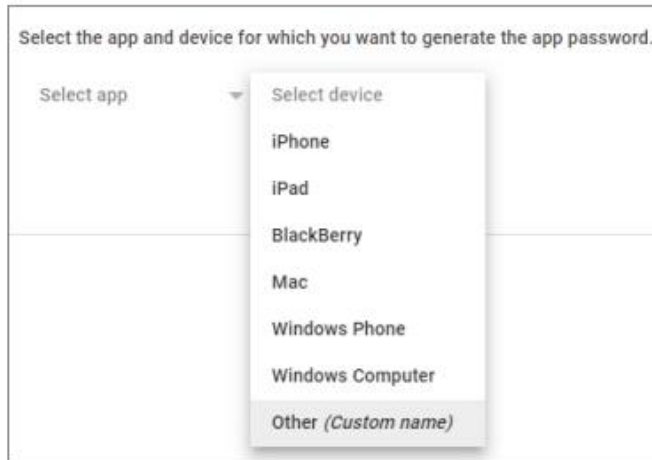
7. Select 'Turn On' and follow the additional steps to create the App password



8. Select App passwords



9. Select Device Other (Custom Name) and type name such as 'Printer'



Type a name for creating the app access



10. Generate App password

### Generated app password

Your app password for your device

**axsm zmea omwa ooqw**

How to use it

Go to the settings for your Google Account in the application or device you are trying to set up. Replace your password with the 16-character password shown above. Just like your normal password, this app password grants complete access to your Google Account. You won't need to remember it, so don't write it down or share it with anyone.

[DONE](#)

Email

secoresally@gmail.com

Password

●●●●●●●●●●

11. Amend the printer SMTP settings. Device Management > Configuration > Device Settings > Email

**SMTP**

- SMTP Server Name : smtp.gmail.com
- SMTP Port No. : 587
- Use Secure Connection (SSL) :  On  Off
- SMTP Authentication :  On  Off
- SMTP Auth. Email Address : \*\*\*\*\*@gmail.com
- SMTP Auth. User Name : \*\*\*\*\*@gmail.com
- SMTP Auth. Password : Change
- SMTP Auth. Encryption : Auto Select

More information on the discontinuation of 'Less Secure Apps can be found at [Less secure apps & your Google Account - Google Account Help](#)

## Make work easy.

Workplace technology and expertise you can trust.



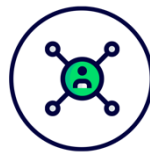
### Managed Print

Build a highly dependable, secure and cost-effective print capability for your teams with centralised control and optimisation...



### Information Management

Digitise your documents, data and workflow and give your people easy access to the processes and information they need, 24/7...



### Agile Working

Give your employees the power to work anywhere with hybrid mail technology, digital mailroom systems, remote printing and more...



### Telecoms and IT

Connect your teams, customers and partners with VoIP telephony, Unified Communication, IP connectivity, Display systems and more...