

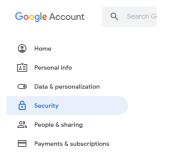
BRANCH: CENTRE FOR e-INNOVATION CHIEF DIRECTORATE: DGITO

Oliver.cloete@westerncape.gov.za tel: +27 21 900 7122 Schools IT Evaluation Unit, Room F1, Block C WCED Building, New Nooiensfontein Rd, Kuils River, 7580

Setup Google Mail Security to work with Email clients

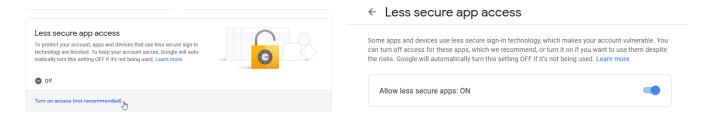
This guide will show how to setup google mail security to work with Email clients such as MS Outlook

- 1. Go to your Google Account if a login is required, login.
- 2. On the left navigation panel, click Security



3. On the bottom of the page that will appear, in the Less secure app access panel, click Turn on access.

If you don't see this setting, your administrator might have turned off less secure app account access.



4. Once the settings are set, close the google settings window and configure the Email client as per normal in order to get access to Google email.

Created: 2020-05-25 version 1.0 Page 1|1