

# Email For Help – Using Your Google Email Account

You can use your Gmail account with Email For Help, but there are a few steps you need to take before Google will let Email For Help connect to your email account.

You will first need to enable POP3/IMAP and SMTP access to your gmail account. To do this, follow these steps:

- Enable IMAP and POP3
  - Log in to Gmail
  - Click the gear icon in the top right corner
  - Select See all settings
  - Select Forwarding and POP/IMAP
  - In the IMAP access section, click Enable IMAP
  - In the POP download section, click Enable POP for all mail
  - Click Save Changes at the bottom of the screen
  - In Email For Help, you need to use this settings on the Email Configuration Menu:
    - Email Host Port (POP3): 995
    - Email Host (IMAP/POP3): pop.gmail.com
  
- Enable SMTP
  - Ensure 2-Step Verification is enabled for your Google account
  - Go to Google Account and then App Passwords \*
  - Name your app and click Create to generate an app password
  - In Email For Help, you need to use these settings on the Email Configuration Menu:
    - Email Host Name: smtp.gmail.com
    - Email Host Port (SMTP): 587
    - Email Password: \*\*\*\*\*

\* Google often hides the App Password page. I've found the easiest way to get there is to log into your Google account and click on 'Security'. Then in the search box, type "App Password". Don't hit enter – just wait a moment. Google will give you a list of matching subjects, one of which will be 'App Passwords'. Click on it.

The image shows a search interface for Google Account. On the left is a navigation menu with the following items: Home, Personal info, Data & privacy, Security (highlighted in blue), People & sharing, Payments & subscription, and About. The main search area has a search bar containing the text 'app password'. Below the search bar, under the heading 'Google Account results', there is a list of search results:

- Password Manager Security
- Password Personal info, Security
- App passwords Security (indicated by a red arrow)
- Web & App Activity Data & privacy

Below these results, under the heading 'Help Center articles', there are two items:

- Sign in with app passwords
- Use or fix App password

At the bottom of the search results area, there is a section titled 'Recent security activity'. To the right of the search results, a portion of another page is visible, showing the word 'Security' and the text 'help you ke'.

After you click on 'App passwords' you'll be shown the screen where you can create the password. For the app name, enter 'Email For Help', then click on 'Create'.

## ← App passwords

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App passwords help you sign into your Google Account on older apps and services that don't support modern security standards.

App passwords are less secure than using up-to-date apps and services that use modern security standards. Before you create an app password, you should check to see if your app needs this in order to sign in.

[Learn more](#)

You don't have any app passwords.

To create a new app specific password, type a name for it below...

App name

Email For Help

Create

You will then see this screen – which includes the password you will enter in the Email For Help Email Configuration Menu area under ‘Email Password’. When you enter it, don’t put the spaces in. This password allows Email For Help to ONLY send/receive email – it can’t be used to access any other part of your Google account.

After you have copied this screen, click ‘Done’ and log out of your Google account.

