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# How to Use Your GMAIL Account for ViceVersa E-Mail Notifications

First, you will need to generate an **app password** to use with SMTP emails. You can generate an app password from within your Google account. Once you have generated the app password, you can then enter the following information in the ViceVersa profile settings:

### **GMAIL** Example

GMAIL e-mail address: mymailaddr@gmail.com

GMAIL password: <MyAppPassword>

How to use it in the ViceVersa Profile Settings:

Send E-Mail TO: mymailaddr@gmail.com
Send E-Mail FROM: mymailaddr@gmail.com

SMTP Server Name: smtp.gmail.com

SMTP Port: 587

Authenticate using Name and Password: Enabled

User Name: mymailaddr@gmail.com

Password: <MyAppPassword>

Use Secure Connection (SSL / TLS): Enabled

Use TLS 1.2+: Enabled

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## How to Use Your OUTLOOK.COM Account for ViceVersa E-Mail Notifications

First, you will need to generate an **app password** to use with SMTP emails. You can generate an app password from within your Outlook account. Once you have generated the app password, you can then enter the following information in the ViceVersa profile settings:

#### OUTLOOK Example

OUTLOOK e-mail address: mymailaddr@outlook.com

OUTLOOK password: <MyAppPassword>

How to use it in the ViceVersa Profile Settings:

Send E-Mail TO: mymailaddr@outlook.com
Send E-Mail FROM: mymailaddr@outlook.com
SMTP Server Name: smtp-mail.outlook.com

SMTP Port: 587

Authenticate using Name and Password: Enabled

User Name: mymailaddr@outlook.com

Password: <MyAppPassword>

Use Secure Connection (SSL / TLS): Enabled

Use TLS 1.2+: Enabled