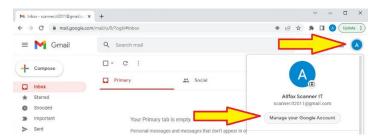
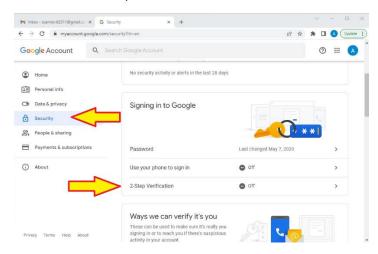
Creating App Password in Gmail

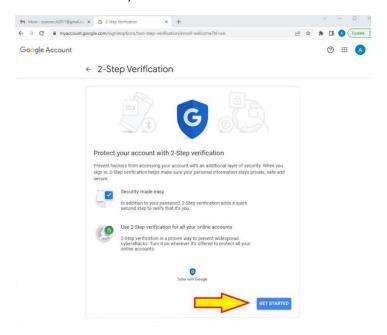
First log into your gmail account. Next, click on your icon in the upper right corner of the screen. In the drop down click on "Manage your Google Account".



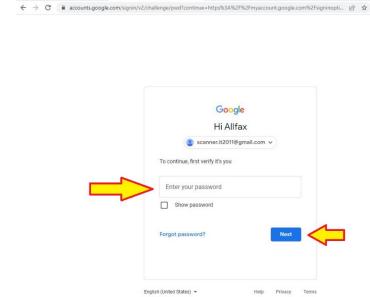
A new tab will open, select "Security" on the left side of the screen. Then scroll down to "Signing in to Google" section and click on "2-Step Verification".



On the next screen, click on the "GET STARTED" button.

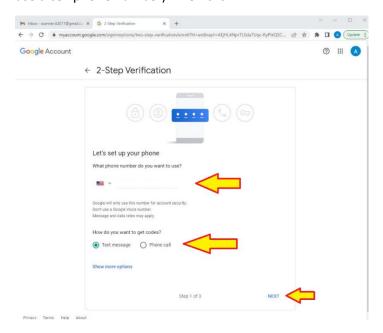


It will require you to verify the account by inputting the email password and clicking the "Next" button.

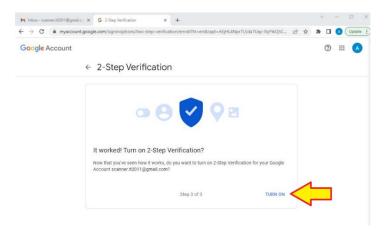


M Inbox - scanner.it2011@gmail.cc x G Sign in - Google Accounts x +

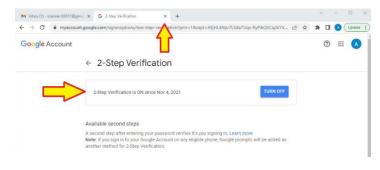
On this screen, enter the phone number you would like to use for verification. You will then be able to choose to get a text message or a phone call with the verification number. (Note, if you select the text message option you will have to use a cell phone number). Then click "NEXT".



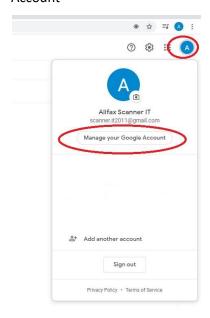
Click on "TURN ON", this will finalize the process to turn on 2-Step Verification.



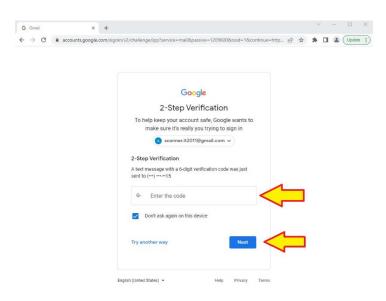
You will not see that 2-Step Verification is on. Close this window to bring you back to the main Gmail screen.



On the right side click on the user profile icon. In the drop down click "Manage your Google Account"



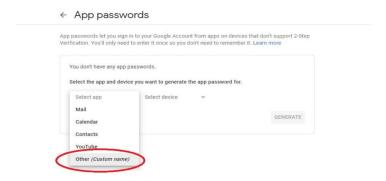
It will pop up the "2-Step Verification" you will get a 6 digit code from Google, enter that where it in the "Enter the code" box then click "Next". This will give you access to the Gmail account.



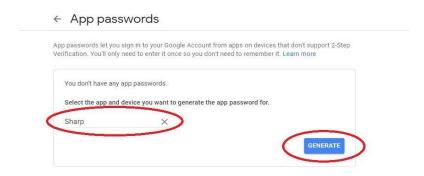
In the Google account screen, in the options on the left click "Security" then scroll down to the Signing in to Google section. Verify 2-Step Verification is on then click on the "App passwords" option.



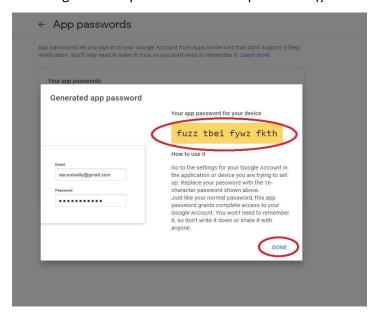
This will open up the App passwords window. Click on Select app, this will open up a drop down, select "Other (Custom name)"



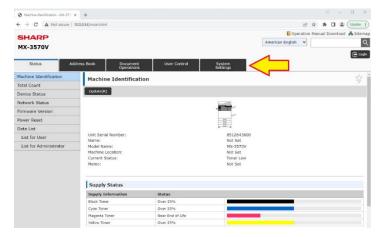
Enter in a name for the app password then click the "Generate" button.



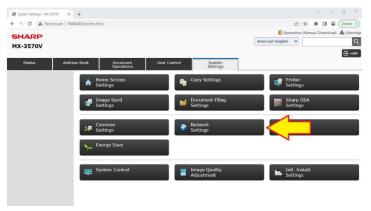
This will generate a password for the copier to use (you will still use the same gmail address). Click done.



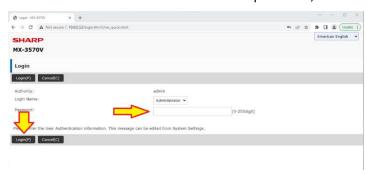
Now you will access the webpage of the copier by entering e IP address of the copier into the address bar of the browser. Next you will click the "System Settings" tab.



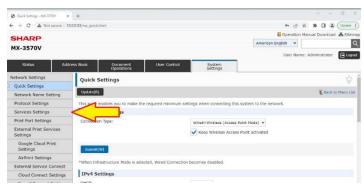
Next you will click on the "Network Settings" button.



You will be asked for the Administrator's password, enter the password then click the "Login(P)" button.



This will bring you to the network settings. Click on "Services Settings" in the left column.



Under Services Settings, click the "SMTP" button then scroll down to the "SMTP Authentication" settings. Click on the box next to "Change Password", a blue checkmark will appear in that box. Enter the app password that was generated earlier in the password box above it. Click the blue "Submit(U)" button to save the settings.

