Enabling less secure apps to access Gmail

1. Turning on ‘less secure apps’ settings as mail domain Administrator

   1. Open your Google Admin console (admin.google.com).
   2. Click Security > Basic settings.
   3. Under *Less secure apps*, select Go to settings for less secure apps.
   4. In the subwindow, select the Enforce access to less secure apps for all users radio button.
      (You can also use the Allow users to manage their access to less secure apps, but don’t forget to turn on the *less secure apps* option in users settings then!)
   5. Click the Save button.

2. Turning on ‘less secure apps’ settings as mailbox user

   1. Go to your (Google Account).
   2. On the left navigation panel, click Security.
   3. On the bottom of the page, 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 (*check the instruction above*).
   4. Click the Save button.