# 8) E-mail server configuration for work with Ozols TMS

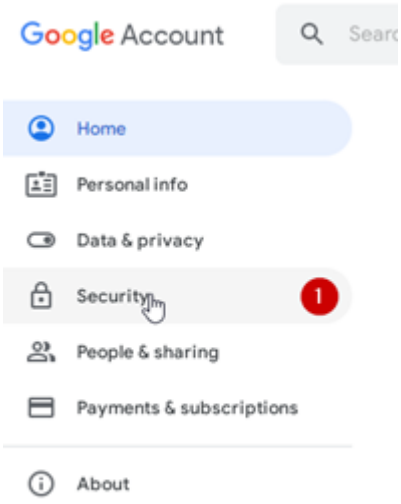
1. Gmail settings
2. Microsoft Settings

## 1. To send Gmail emails from within OZOLS TMS, follow these steps:

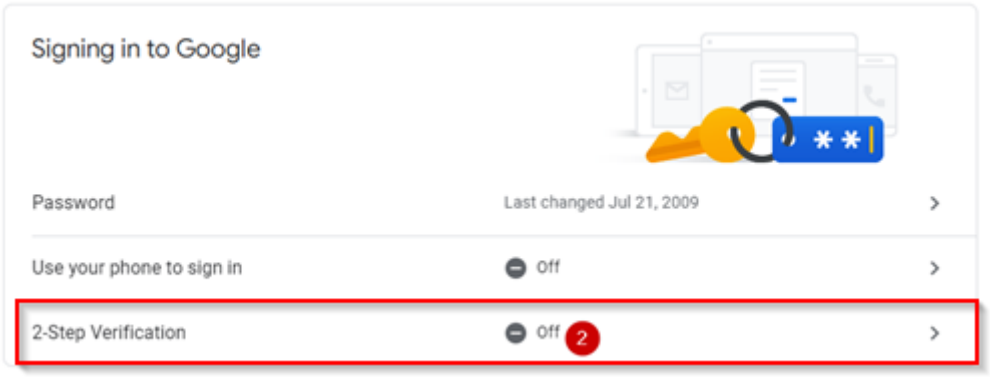
1) Open a Google account and authorize:

https://myaccount.google.com/

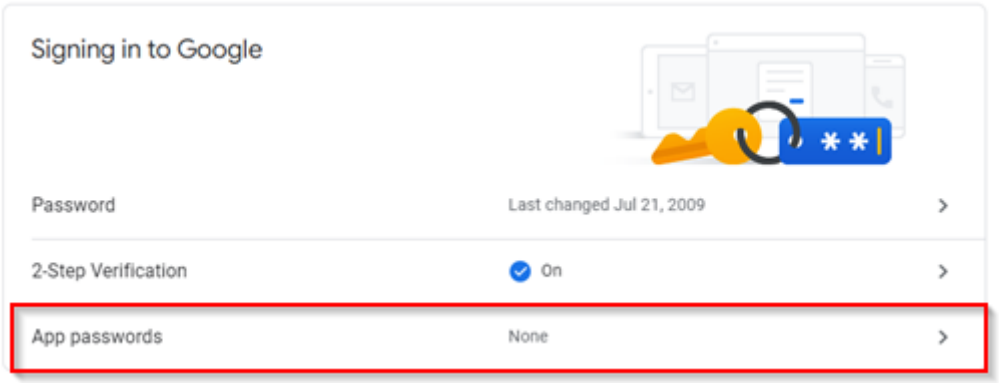
2) Opens the **Security section**



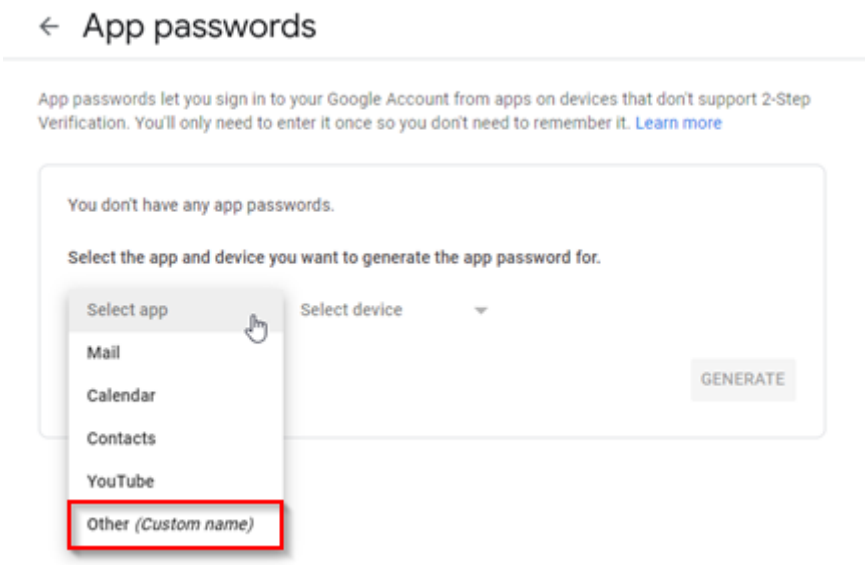

3) Activate **two-step** authentication (a confirmation code will be sent to the phone)



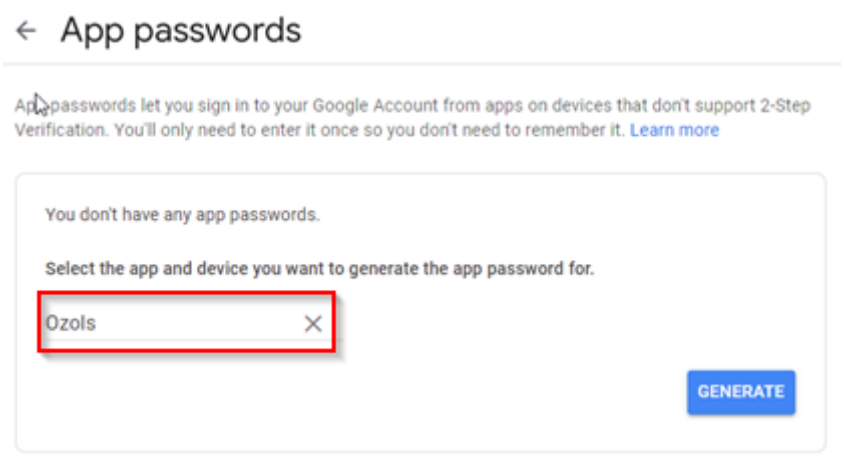

4) Select App passwords



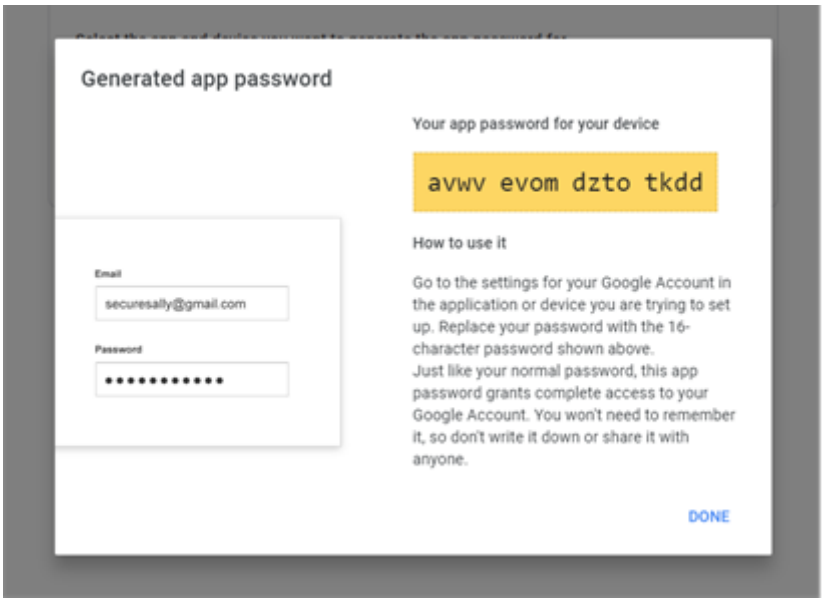

4) Choose Other (Custom name)




5) Type "Ozols" in the window and press **GENERATE**



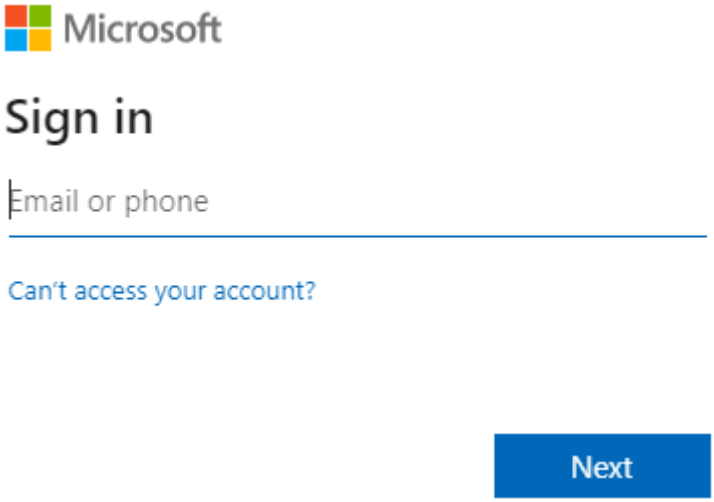

5) A gmail password for the OZOLS TMS system is created

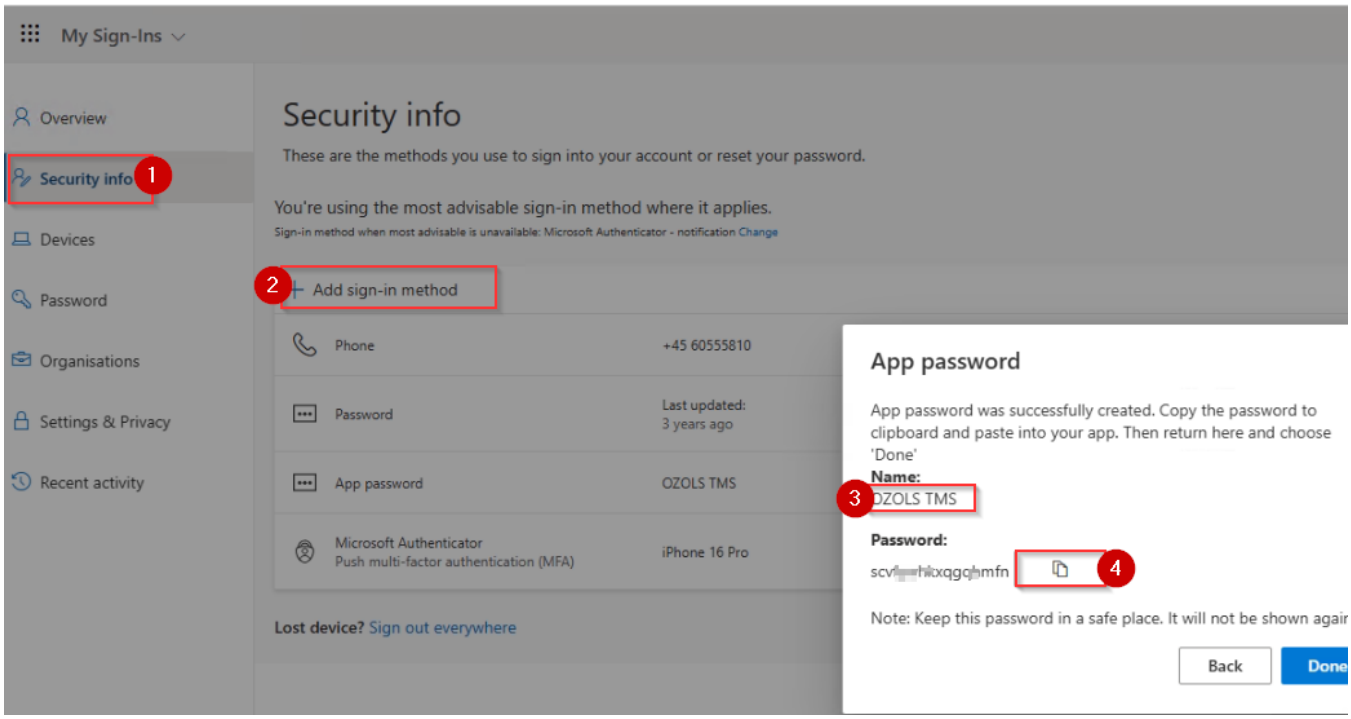



5) This password must be entered in the user's email settings in OZOLS TMS by following the instructions here.

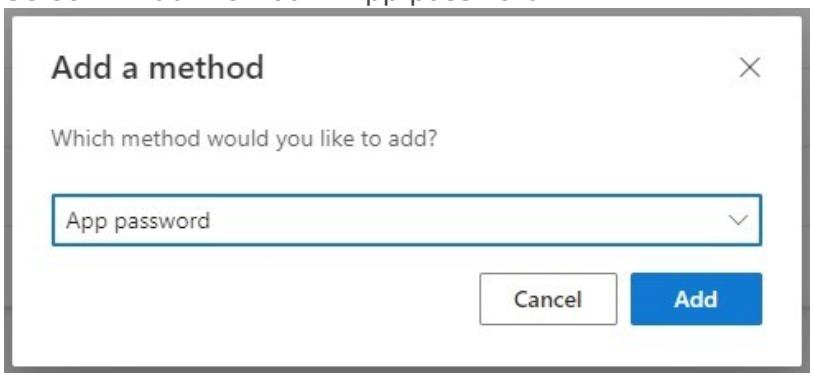
## 2. To send Microsoft e-mails from OZOLS TMS, you must perform the following steps:

1. Open the following link and sign in to your Microsoft account: https://mysignins.microsoft.com/security-info

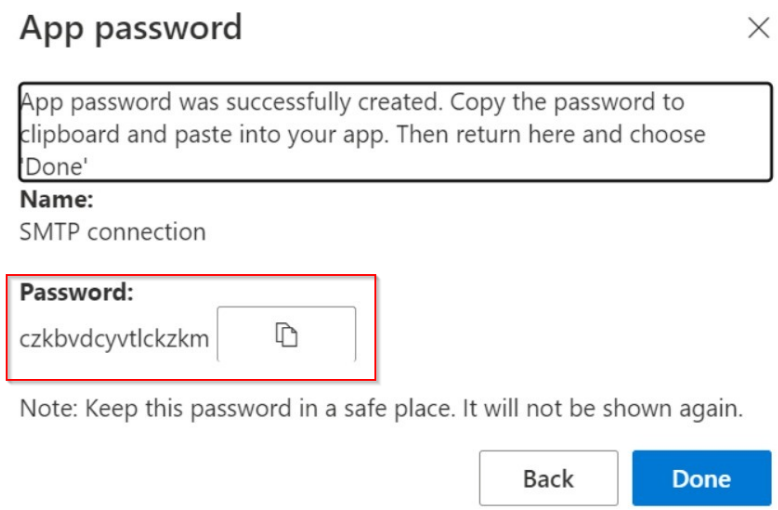



2. 


3. Select > Add method > App password




4. Copy the password created by Microsoft




5. This password must be entered in the user's email settings in OZOLS TMS by following the instructions here.

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