



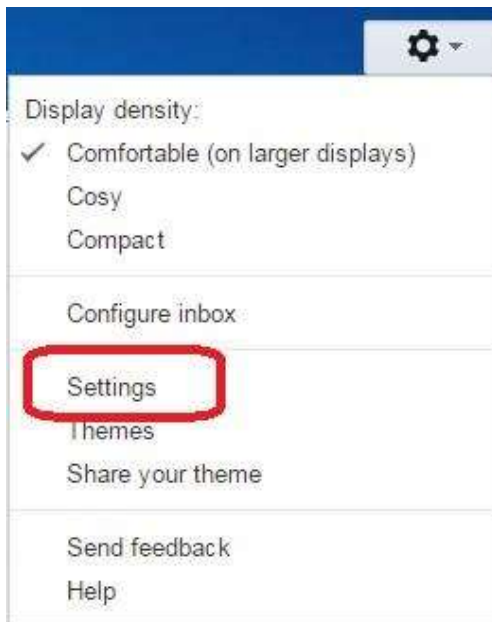
## **How to configure ThunderBird for Gmail**

You will need to set your Gmail account IMAP and for it to allow apps that use less secure sign in. To do this, you will need to sign in to your Gmail by going to <https://mail.google.com>.

Once logged in, click on the settings icon that looks like a gear on the upper right corner of the web page. It looks like to illustration below.



Next Click on Settings

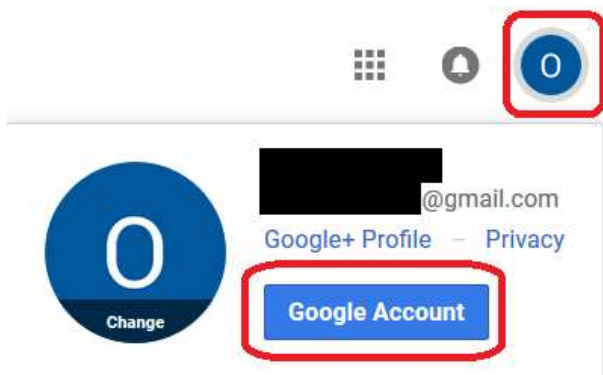




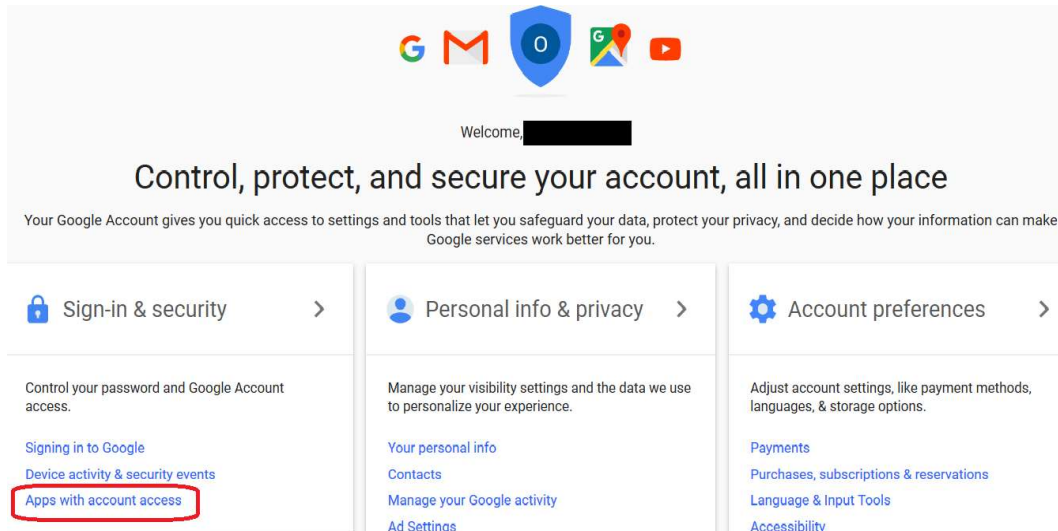
Go to [Forwarding and POP/IMAP](#) then under the section for [IMAP Access](#) select the radio button for “[Enable IMAP](#)”. Click on the [Save Changes](#) button at the bottom of the page



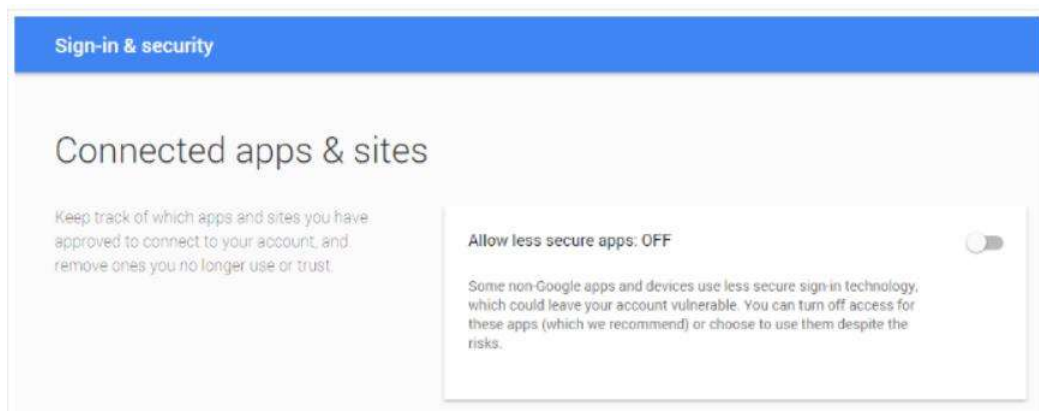
Next click on your account avatar on the top right section of the screen. This could be the first letter of your name or maybe a picture of you. Next click on the Google Account button.



On your Google Account page, under the section for Sign-in & security, click on Apps with account access.



Finally, you just toggle Allow less secure apps switch to ON



We can now move on to configuring **Mozilla ThunderBird** to work with your Gmail.

Once you have ThunderBird installed and you launch it for the first time, you will get this welcome message. You just select **“Skip this and use my existing email”**.




Welcome to Thunderbird

**Would you like a new email address?**

Your name, or nickname

In partnership with several providers, Thunderbird can offer you a new email account. Just fill in your first and last name, or any other words you'd like, in the fields above to get started.

☒  **gandi.net**

The search terms used are sent to Mozilla ([Privacy Policy](#)) and to 3rd party email providers [gandi.net](#) ([Privacy Policy](#), [Terms of Service](#)) to find available email addresses.

Next you will get the account setup window. Enter your Name, GMail email address and password then click on [Continue](#).

Note: If you don't want to have to enter your password every time you launch ThunderBird, put a check on the Remember password tick box

Mail Account Setup

Your name:  Your name, as shown to others

Email address:

Password:

☒ Remember password





Make sure the IMAP (remote folders) radio button is selected. When you use IMAP, you can read your Gmail messages on multiple devices, and messages are synced in real time. Then click **Done**

Mail Account Setup

Your name: [redacted] Your name, as shown to others

Email address: [redacted]@gmail.com

Password: [redacted]

☒ Remember password

Configuration found in Mozilla ISP database

☒ IMAP (remote folders) ☐ POP3 (keep mail on your computer)

Incoming: IMAP, imap.gmail.com, SSL

Outgoing: SMTP, smtp.gmail.com, SSL

Username: [redacted]@gmail.com

Get a new account Manual config **Done** Cancel

Mozilla Thunderbird will sign in to your Gmail account. Just click **NEXT**

Google

Sign in

to continue to Mozilla Thunderbird Email

Email or phone

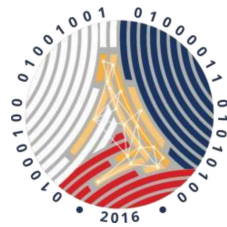
[redacted]@gmail.com

Forgot email?

More options

**NEXT**

You will be asked to enter your Gmail password then hit **NEXT** again



**DICT**  
DEPARTMENT OF INFORMATION  
AND COMMUNICATIONS TECHNOLOGY



Welcome

 [REDACTED]@gmail.com

Enter your password

••••••••••

[Forgot password?](#)

**NEXT**

If you have 2-Step Verification enabled, you will need to enter the password sent to you phone or allow it on your phone like shown below.



## 2-Step Verification

This extra step shows it's really you trying to sign in



[REDACTED]@gmail.com



Check your [REDACTED]

Google sent a notification to your [REDACTED]. Tap **Yes** on the notification to continue.



Don't ask again on this computer

Lastly, click on **ALLOW**



Hi [REDACTED]



[REDACTED]@gmail.com

Mozilla Thunderbird Email wants to



Read, send, delete, and manage your email



### Allow Mozilla Thunderbird Email to do this?

You may review this app's [privacy policies](#). You can remove this or any other app with access to your account in [My Account](#)

CANCEL

ALLOW

Thunderbird will download your existing messages and your Gmail will be ready to use.