

Gmail Setup with UniversalPOS.

App passwords are needed to use a third party software such as ChilkatSMTPQ's email features when using a gmail account.

In the Email Setup Tab of Administration/System

For outgoing mail server use: smtp.gmail.com

For port use 587

For use secure connection: TLS

For username use your Gmail address

For password you will replace your Gmail password with an app password generated in your Google settings. (see below)

Create and use app passwords

Note: You must enable [2-Step-Verification](#) to use the app password feature.

1. Go to your [Google Account](#).
2. On the left navigation panel, choose **Security**.
3. On the 'Signing in to Google' panel, choose **App Passwords**. If you don't see this option:
 - 2-Step Verification is not set up for your account
 - 2-Step Verification is set up for security keys only
 - Your account is through work, school or other organisation
 - You've turned on Advanced Protection for your account
4. At the bottom, choose **Select App** and choose **Mail**.
5. Choose **Select device** and choose **Windows Computer**
6. Choose **Generate**.
7. Follow the instructions to enter the app password. The app password is the 16-character code in the yellow bar on your device.
8. Copy and paste that password into Universal's email password box.
9. Choose **Done**.

Most of the time, you'll only have to enter an app password once per app or device, so don't worry about memorising it.