

Configure Window Mail to connect to Gmail

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How to enable POP3 in Gmail

Before starting, check whether your POP3 Gmail account is enabled. To do so, log in to your Gmail account and select *Settings* -> *Forwarding and POP / IMAP*

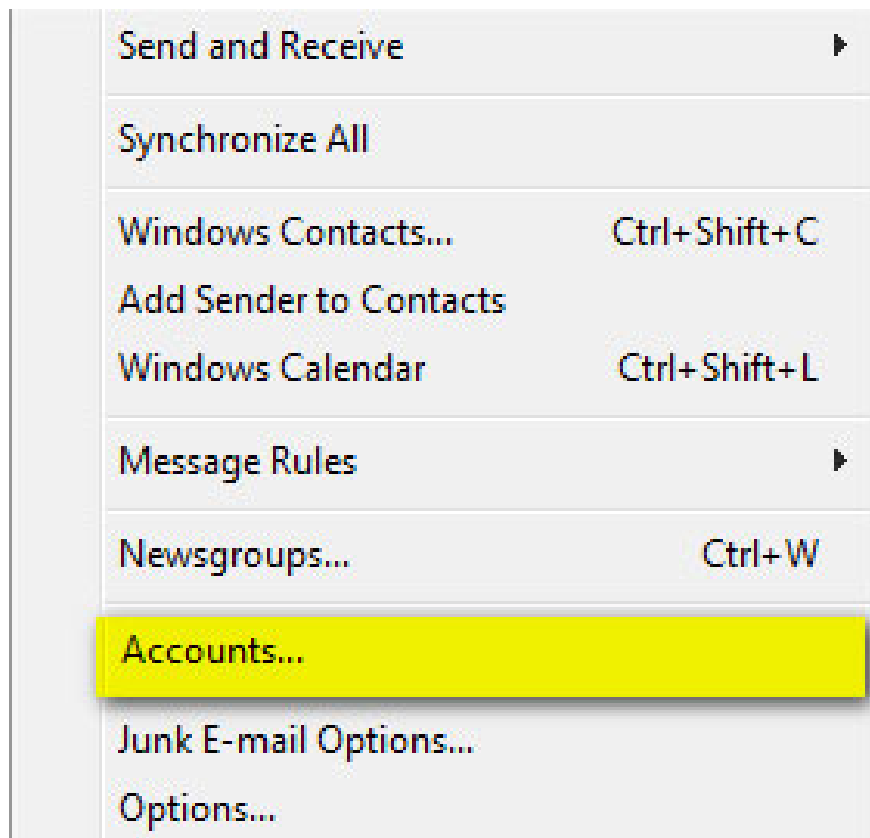


Select one of the following two options to activate POP3 service: *Enable POP for all mail* , or *Enable POP for mail that arrives from now on* .

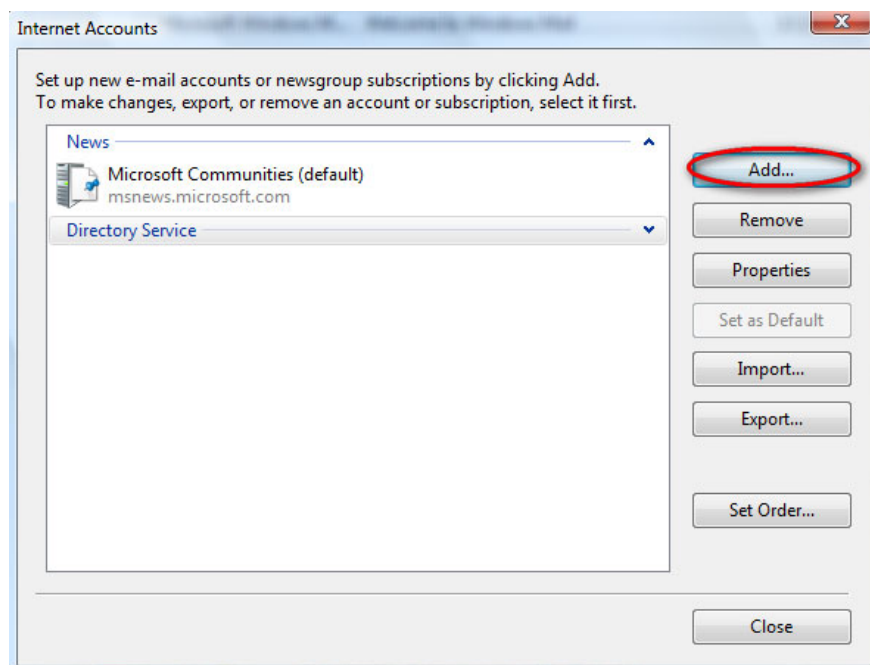


How to configure Windows Mail

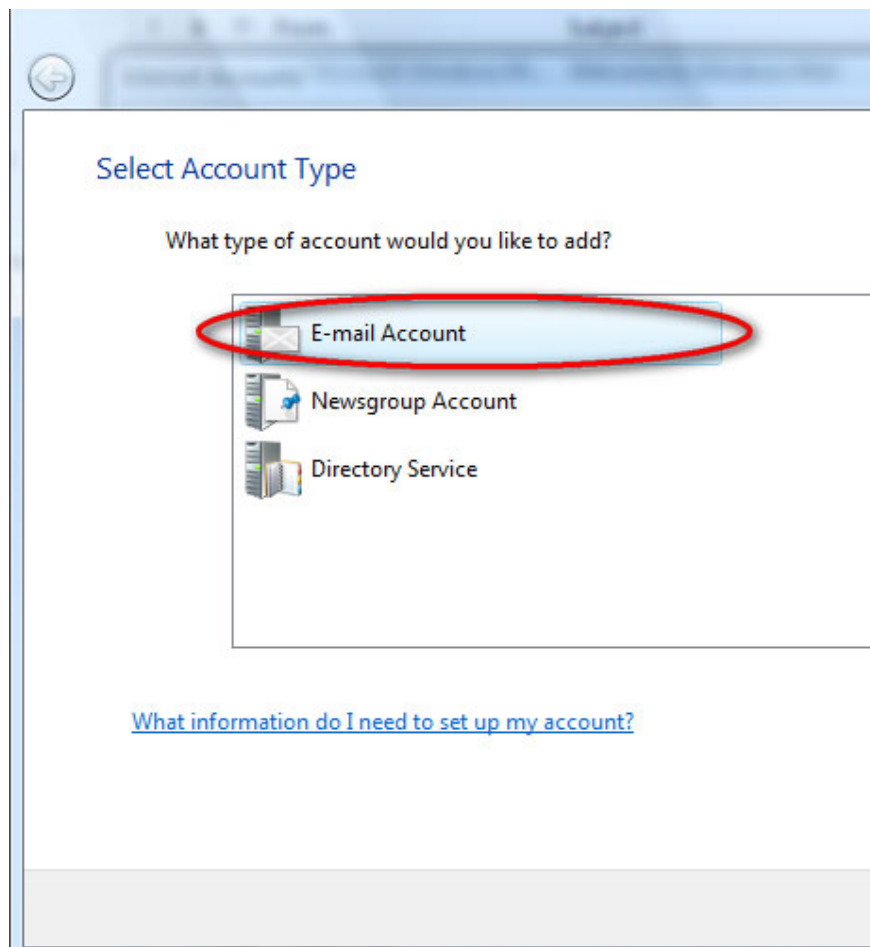
Start Window Mail on *Tools* and press the *Accounts* button as shown below.



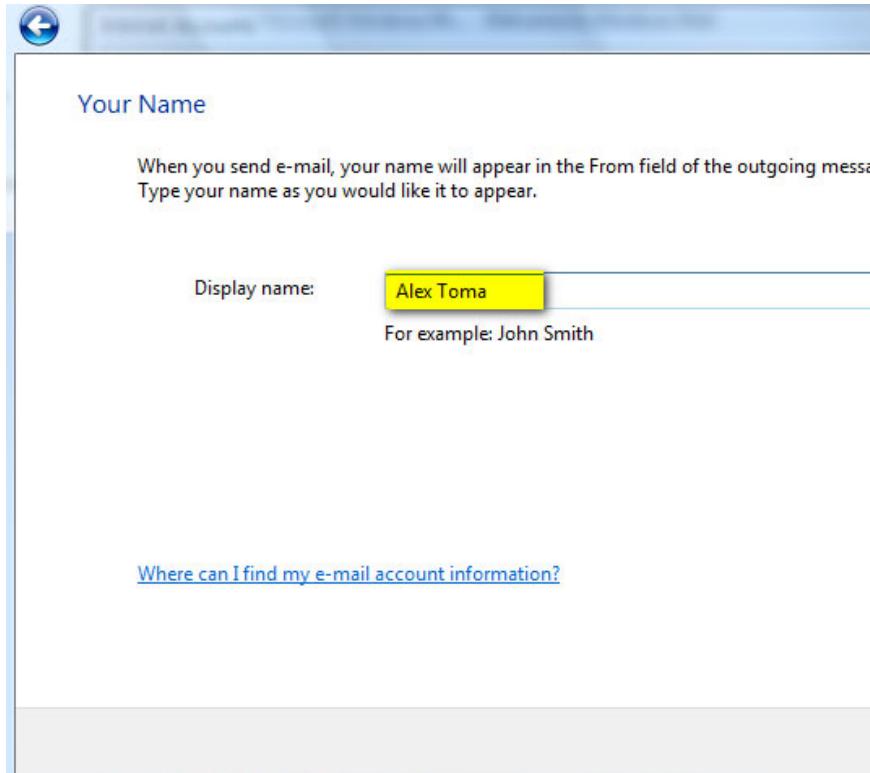
Then click the *Add* button.



Select the *E-mail Account* option and click *Next* .



Select the name and enter the display name that will appear in the message you send and click *Next* to move to the next window.



The screenshot shows a web-based form for setting up an email account. At the top left, there is a blue header bar with a back arrow icon. Below the header, the title "Your Name" is displayed in blue. The main text reads: "When you send e-mail, your name will appear in the From field of the outgoing message. Type your name as you would like it to appear." Below this text, there is a label "Display name:" followed by a text input field containing "Alex Toma". The input field has a yellow highlight. Below the input field, there is a small example text: "For example: John Smith". At the bottom of the form, there is a blue hyperlink: "[Where can I find my e-mail account information?](#)". The entire form is enclosed in a light blue border.

You are required to enter your e-mail address. Fill in and click *Next* .

Internet E-mail Address

Your e-mail address is the address other people use to send e-mail messages to.

E-mail address:

For example: someone@microsoft.com

[Where can I find my e-mail account information?](#)

In the next window you will have to set up the e-mail server. At the ***Incoming e-mail server*** select POP3 and at the ***Incoming & Outgoing server*** enter the name as shown below and check the ***Outgoing server requires authentication option*** . When done, click ***Next*** .

Set up e-mail servers

Incoming e-mail server type:
POP3

Incoming mail (POP3 or IMAP) server:
pop.gmail.com

Outgoing e-mail server (SMTP) name:
smtp.gmail.com

Outgoing server requires authentication

[Where can I find my e-mail server information?](#)

Next

Enter your e-mail address and password at the *Internet Mail Logon* window. For ease of use, select the *Remember password* and click *Next*.

Internet Mail Logon

Type the account name and password your Internet service provider has given you.

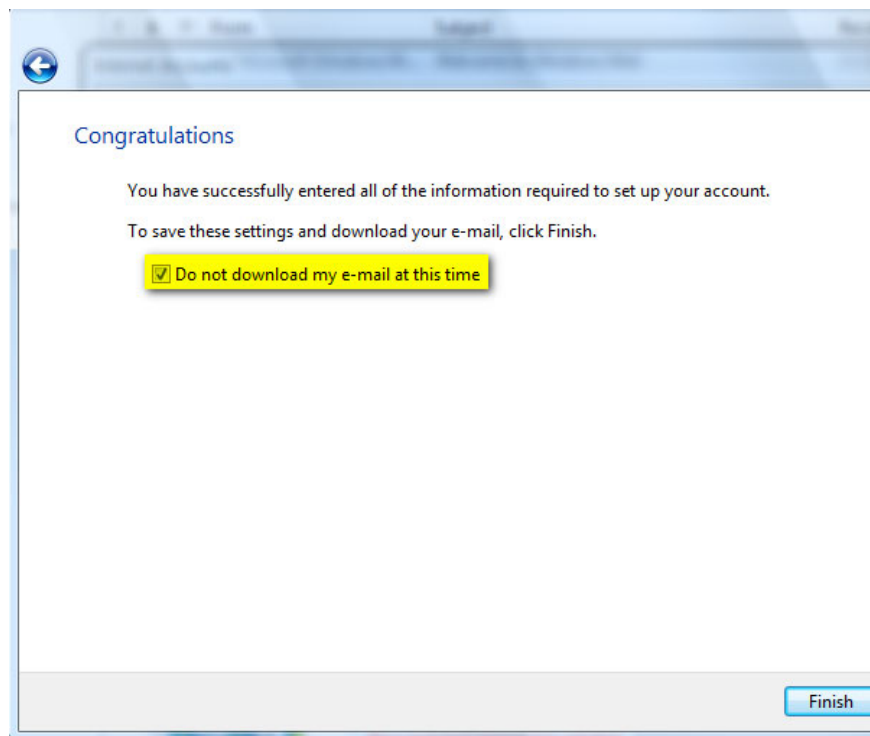
E-mail username: toma.terminator@gmail.com

Password: ●●●●●●

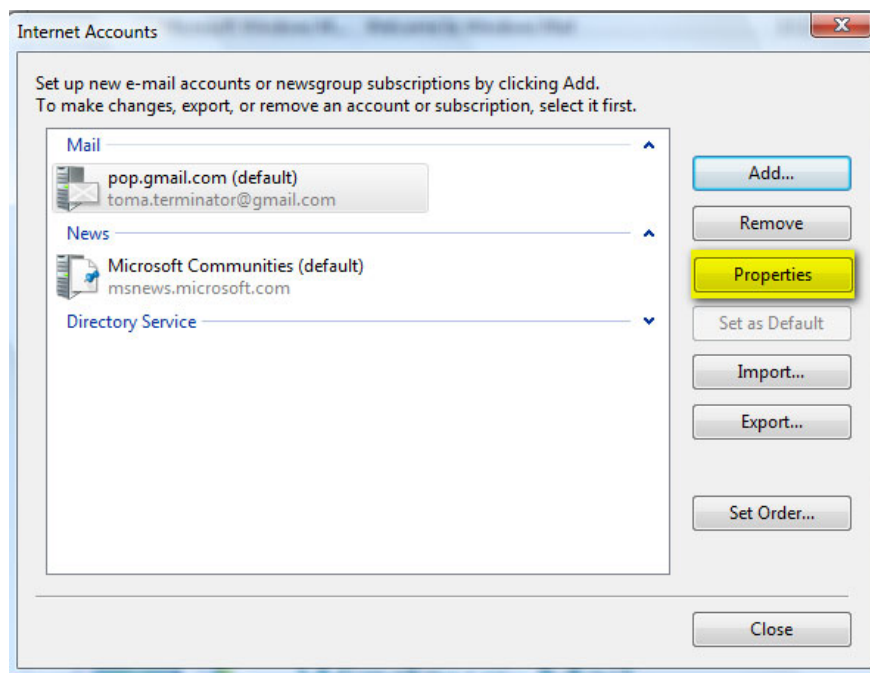
Remember password

Next

At this point your work is almost completed. Click *Do not download my e-mail at this time* and then click the *Finish* button.

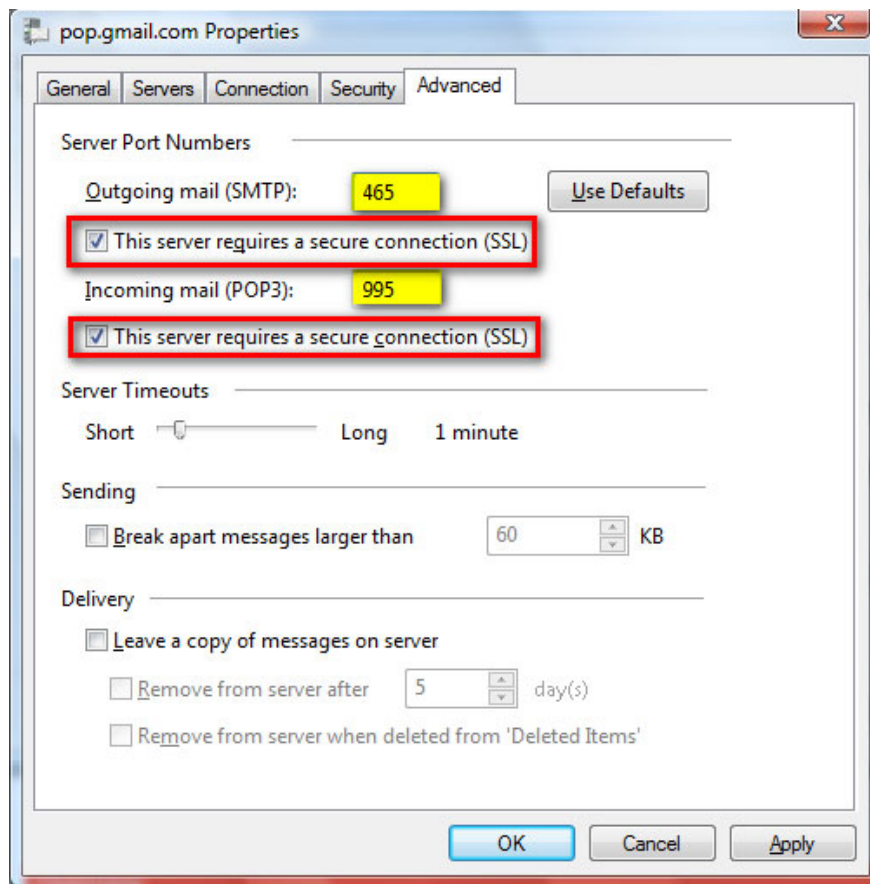


Internet Accounts window is opened. Choose your Gmail account and then click *Properties* .



At *Advance* tab, enter port **465** for SMTP and port **995** for POP3 . Please click " *This server requires a secure connection (SSL)* " for both POP3 and SMTP.

If you want your mail to be stored on the Gmail server, don't forget to click *Leave a copy of messages on server* . If you do not select this option, when your mail is downloaded it is automatically deleted from Gmail. Once completed, click **OK** .



Windows Mail is now configured to connect to your Gmail account. Click the **Send / Receive** button to start sending and receiving mail.

You finished reading the article "**Configure Window Mail to connect to Gmail**" edited by the [TipsMake](#) team. We hope this article has provided you with many useful tech tips and tricks. You can search for similar articles on tips and guides. Thank you for reading and for following us regularly.