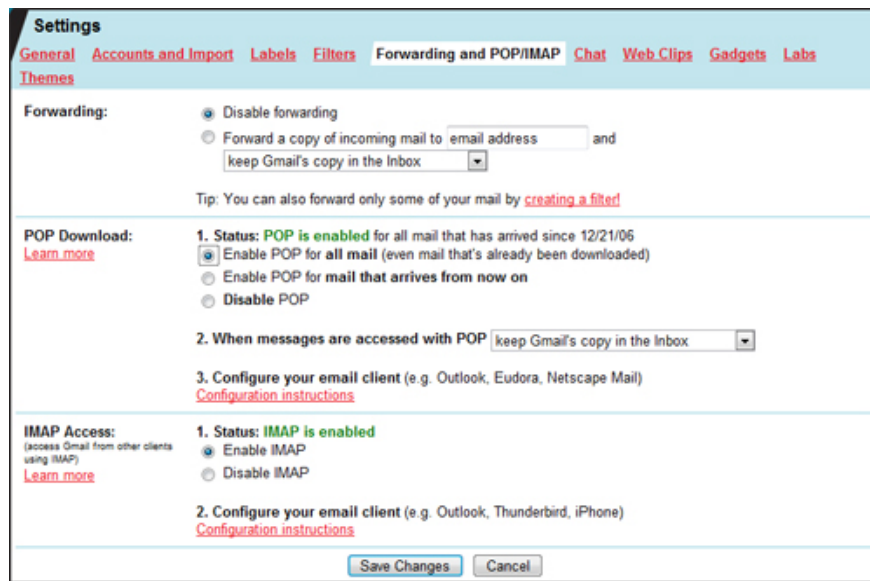


Declare Gmail on Outlook 2007

Declaring to add a Gmail account into Outlook 2007 is too simple and this article will show you how to do it.

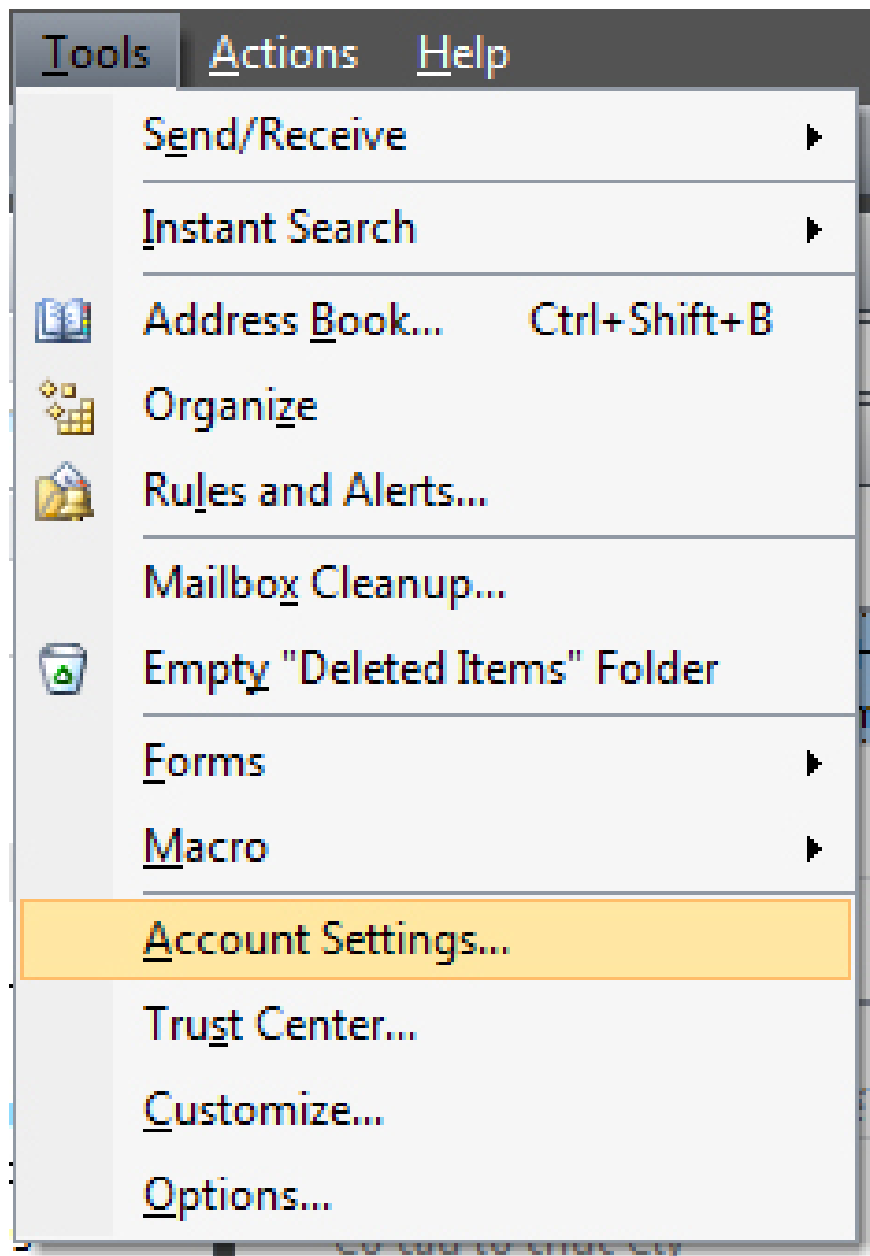
TipsMake.com - The vast majority of current users like and often use Gmail as their primary email address, but going to the web and checking email regularly in an office environment is too cumbersome sometimes because of the network. slow. Declaring to add a Gmail account into Outlook 2007 is too simple and this article will show you how to do it.

First, make sure your Gmail account has POP (*Post Office Protocol*) enabled mode. If you have not set this mode, go to your Gmail account, go to **Settings** -> **Forwarding and POP / IMAP** and set the options as follows:

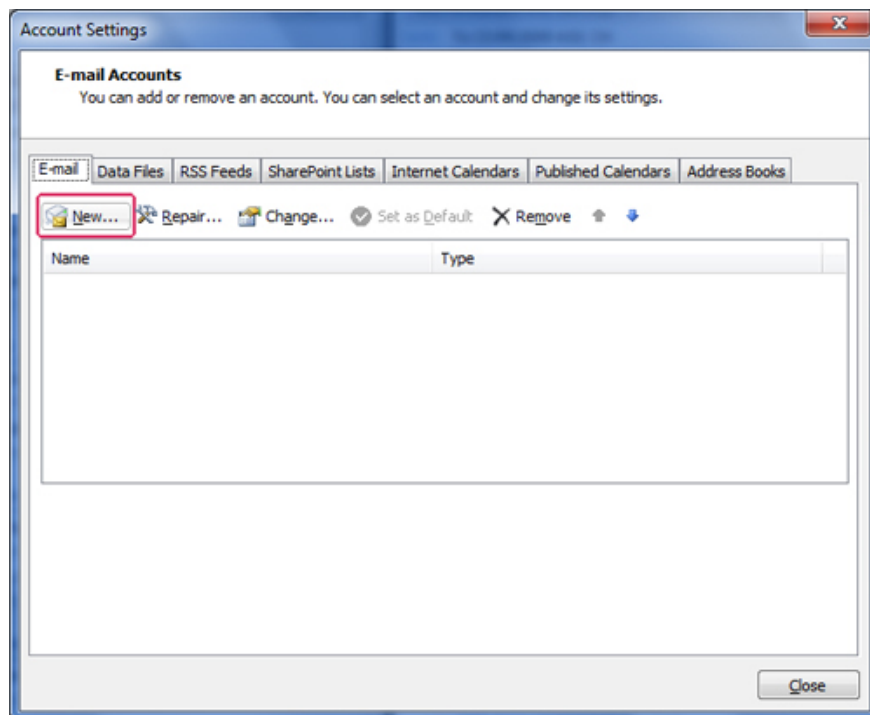


Note that when the When messages are accessed with POP option is **not set to Delete** , because all mail in the Gmail account will be downloaded to the client and mail on the server will be deleted.

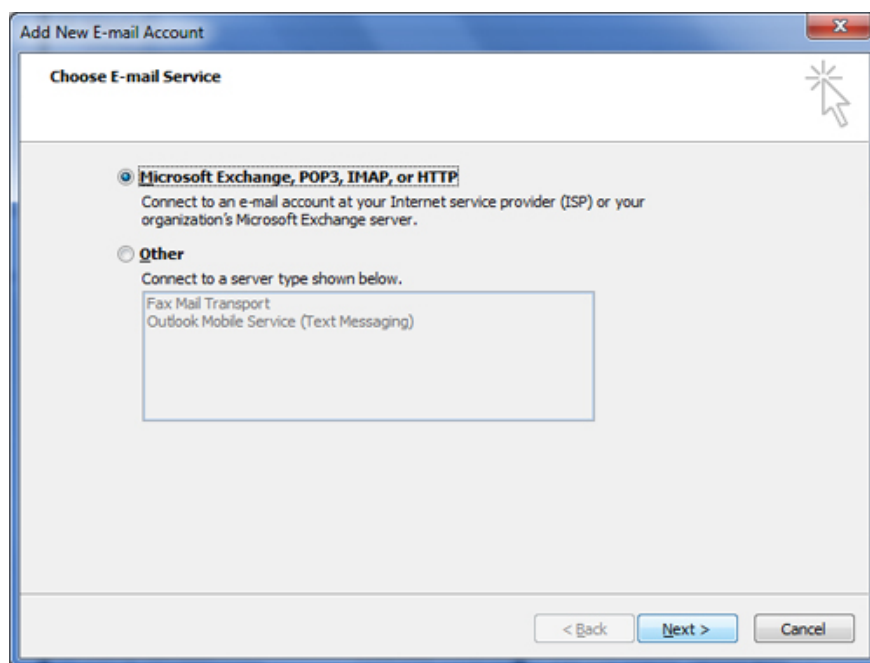
After you've set up Gmail, open Outlook 2007 and go to **Tools** -> **Account Settings** .



In *Account Settings* section, select the **E-mail** tab and click **New** .



The *Add New E-mail Account* window appears, click **Next**



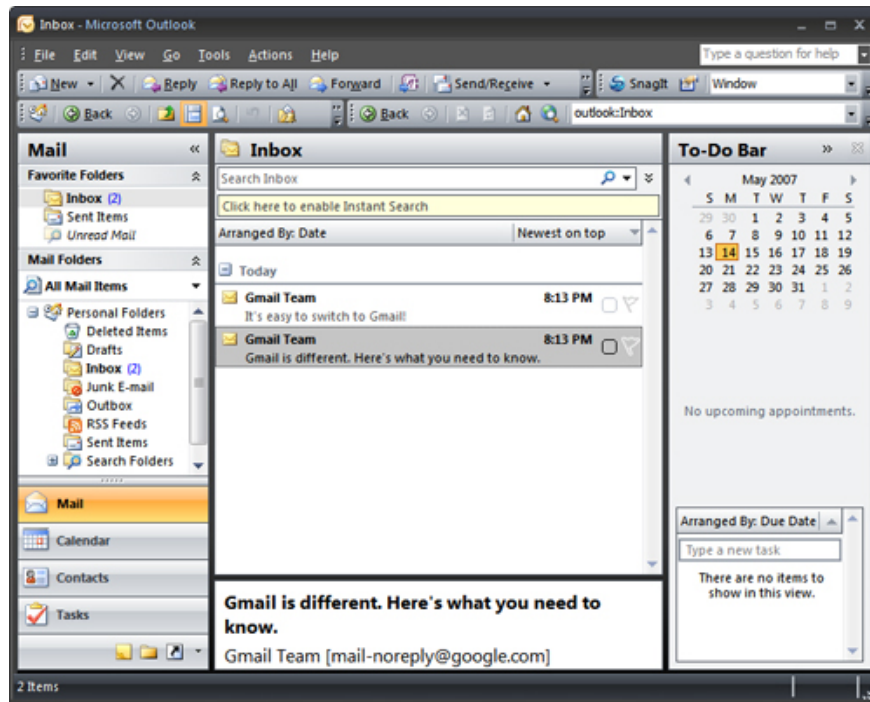
Enter all the information about your Gmail account (note that the *Manually configure server settings or additional server types* button is **not** clicked). Click **Next** after the information has been declared.

The screenshot shows the 'Add New E-mail Account' dialog box in Outlook. The title bar reads 'Add New E-mail Account'. The main heading is 'Auto Account Setup' with a sub-heading: 'Clicking Next will contact your e-mail server and configure your Internet service provider or Microsoft Exchange server account settings.' There are three input fields: 'Your Name' with the value 'QuanTriMang' and an example 'Barbara Sankovic'; 'E-mail Address' with the value 'support.quantrimang@gmail.com' and an example 'barbara@contoso.com'; and 'Password' and 'Retype Password' both containing seven asterisks. A checkbox at the bottom left is labeled 'Manually configure server settings or additional server types'. At the bottom right are three buttons: '< Back', 'Next >', and 'Cancel'.

After Outlook has finished configuring the Email server settings, you receive the following message and click **Finish** .

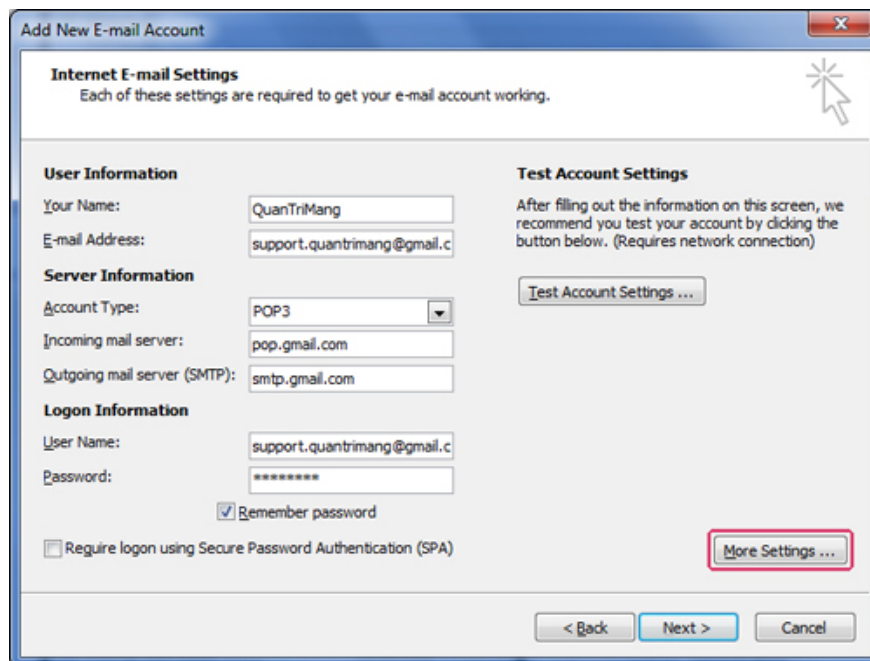
The screenshot shows the 'Add New E-mail Account' dialog box in Outlook. The title bar reads 'Add New E-mail Account'. The main heading is 'Congratulations!' with a sub-heading: 'Configuring'. Below this, it says 'Configuring e-mail server settings. This might take several minutes:' followed by a list of three items, each with a green checkmark: 'Establish network connection', 'Search for support.quantrimang@gmail.com server settings', and 'Log on to server and send a test e-mail message'. Below the list, it says 'Your POP3 e-mail account is successfully configured.' There is a checkbox at the bottom left labeled 'Manually configure server settings'. At the bottom right are three buttons: '< Back', 'Finish', and 'Cancel'.

Go back to the mail browsing interface and click the **Send / Receive** (*Ctrl + M*) button to download mail to your device.

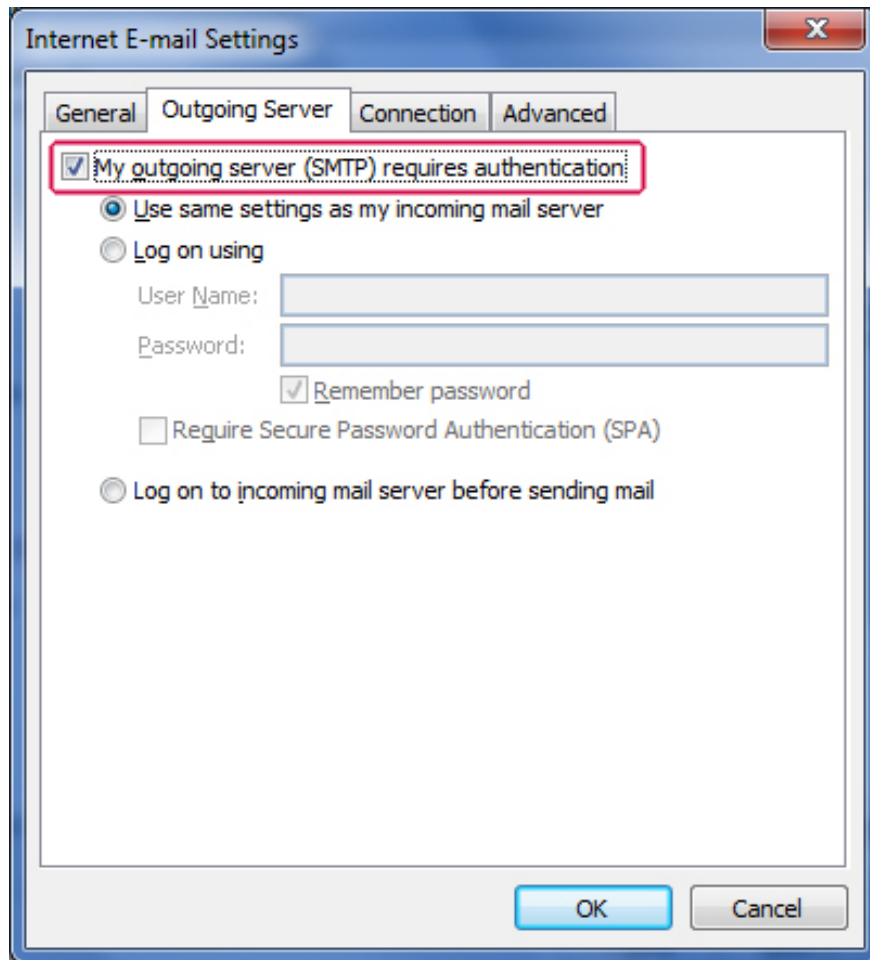


If there is a problem setting up automatically and Outlook does not automatically receive the Gmail server, you need to select the **Manually Configure Server option** and enter the following details:

1. **Email Address** : Full name (chosen by you)
2. **Incoming Mail Server** : pop.gmail.com
3. **Outgoing Mail Server** : smtp.gmail.com
4. **User Name** : Full name of email address

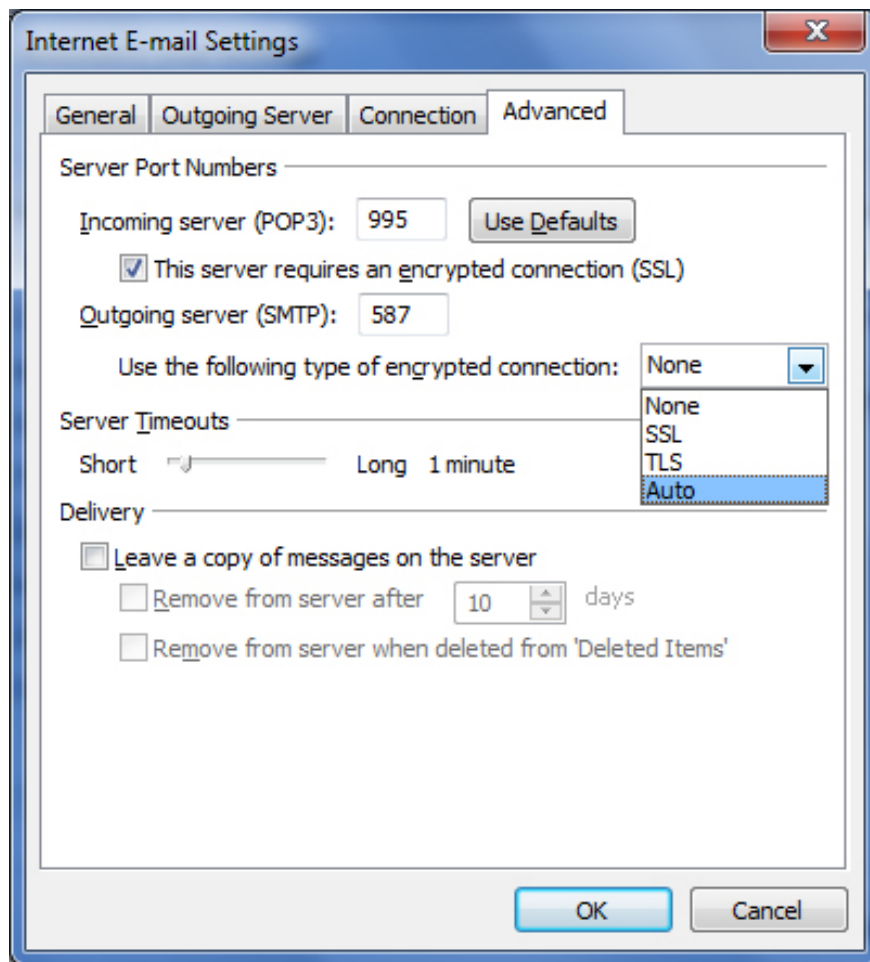


Click on the **More Settings** button . , switch to the **Outgoing Server** tab and select **My Outgoing server to require authentication**



Forward to the **Advanced** tab and change the values ??of the following parameters:

1. **Incoming Server** : 995
2. Check the **This server requires an encrypted connection (SSL) section**
3. **Outgoing Server (SMTP)** : 587
4. Change the **Use the following type of encrypted connection** to **Auto** or use **TLS** if there is still a problem.



Close the setup window and try to check if the Gmail account on Outlook is working.

You finished reading the article "**Declare Gmail on Outlook 2007**" 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.