Adding Gmail to Windows

Step 1: Type "mail" in the Windows search bar and select open.



Step 2: Select the Google Icon



Step 3: Login using your Jennings Email address and password.



Step 4: Complete the 2-factor Authentication Prompt and select "allow".



Step 6: Enter your name for Google in the prompt box and select "sign-in".



Step 7: Close the "add an account" window and select "dismiss" in the upper right corner.



If the following prompt appears on your computer you must select "yes". This will allow the Windows Mail application to communicate with your district Gmail account.

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8	C:\Program Files\WindowsApps\microsoft.windowsco. The above application is trying to send Emails. This application is not configured as Trusted Email Client, hence Internet access to this application has been blocked.	
	NOTE: Add only if you are sure that this is a legal Email Client. Do you want to add this application as Trusted Email Client?	
	Yes No	