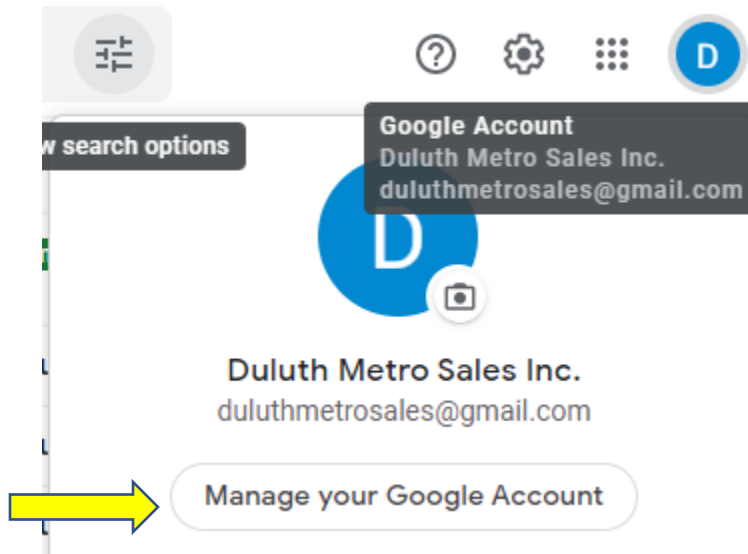


How to create an App Password for a Gmail account

First log into your Gmail account.


Then click on your account symbol in the upper right corner and select, Manage your Google Account.




Then select Security from the left pane.




 Home

 Personal info

 Data & personalization



 Security

 People & sharing

 Payments & subscriptions

 About

2-Step Verification needs to be on to set up an App Password.

Select App passwords.

2-Step Verification	<input checked="" type="checkbox"/> On	>
App passwords	None	>



It will then make you log into your Gmail account for authorization.

Select the drop down for Select App and choose Other (Custom name)

You don't have any app passwords.

Select the app and device you want to generate the app password for.

Select app Select device ▼

- Mail
- Calendar
- Contacts
- YouTube
- Other (*Custom name*)

GENERATE

Then go ahead and name the App whatever you would like. For example (Ricoh)

Then hit Generate.

← App passwords

App passwords let you sign in to your Google Account from apps on devices that don't support 2-Step Verification. You'll only need to enter it once so you don't need to remember it. [Learn more](#)

You don't have any app passwords.

Select the app and device you want to generate the app password for.

Ricoh| ✕

GENERATE

This will then create a special password for you to use with your Gmail account to allow the copier to authenticate with Gmail.

Generated app password

Your app password for your device

fupt yqek zhjr sutk

How to use it

Go to the settings for your Google Account in the application or device you are trying to set up. Replace your password with the 16-character password shown above.

Just like your normal password, this app password grants complete access to your Google Account. You won't need to remember it, so don't write it down or share it with anyone.

[DONE](#)

This generates this password one time and you will not be able to retrieve it once you hit the Done button.

Please write it down or copy and paste it into the machine for use.

If you forget the password, you will need to generate a new one.