Navigation: User interface > Aid4Mail Authenticator > Setting up Google API credentials

Instructions:

1. Log into the <u>Google developers website</u> using your Gmail or G Suite account details. It will look something like this:



2. Select *CREATE PROJECT* at the top-right of the page.

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3. Enter a project name (for example *Aid4Mail*), leave *Location* set to *No organization* and select the *CREATE* button. It may take a few seconds for the project to be created.

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4. Select ENABLE APIS AND SERVICES at the top of the next page.

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5. Enter *Gmail* into the search bar.



6. Select the Gmail API.

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7. Once the Gmail API loads, select ENABLE.



8. Select CREATE CREDENTIALS at the top of the next page.

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Under Which API are you using?, select Gmail API.
 Under Where will you be calling the API from?, select Other UI (e.g. WIndows, CLI tool).
 Under What data will you be accessing?, select User data.
 Finally, select the What credentials do I need? button.



10.Select SET UP CONSENT SCREEN at the bottom-right of the overlay that appears.



11.A new browser window will open, presenting two *UserType* options: *Internal* or *External*. If your organization has a GSuite subscription, and you will only be using Aid4Mail to process accounts within your organization's domain, then select *Internal*. If you have a regular Gmail account or plan to process accounts outside of your organization's domain, select *External*. Once you've chosen, select the *CREATE* button.



12.On the OAuth consent screen, enter Aid4Mail as your Application name and select your email address under Support email. Then select the Save button at the bottom of the page.



13.Select Credentials from the menu on the left of the page.



## 14.Select CREATE CREDENTIALS at the top of the page.

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15. Select OAuth client ID from the popup menu.



16.Under *Application type*, select *Desktop app*. In the *Name* field, enter *Aid4Mail* and select the *CREATE* button.



17. The overlay shows your Google API credentials. Before selecting *OK*, copy *Your client ID* and, in the <u>Advanced</u> section of Aid4Mail's <u>Options</u> screen, paste it into the <u>Client ID</u> field under <u>Google</u> <u>API credentials</u>. Likewise, copy *Your Client secret* to the <u>Client secret</u> field under <u>Google API</u> <u>credentials</u> in Aid4Mail.



That's it! You can now follow the <u>Authentication instructions</u> to add any Gmail accounts you would like to process with Aid4Mail.