Procedure for Downloading the emails from Gmail account to CUTN email server

1. Login into your Gmail account then Go to Mail Migration page do the following steps.



- 2. Click NEXT button.
- 3. To Change the following settings in your Gmail account

	3. Configure your email client (e.g. Outlook, Eudora, Netscape Mai
	Configuration Instructions
MAP Access:	Status: IMAP is enabled
access Ginal from other clients using IMAP)	Enable IMAP
earn more	Disable IMAP
	When I mark a message in IMAP as deleted:
	Auto-Expunge on - Immediately update the server. (default)
	Auto-Expunge off - Wait for the client to update the server.

- 4. Click NEXT button.
- 5. Go to the My Account and Click Security pane. Click Enable access at <u>myaccount.google.com/lesssecureapps</u> on the less secure app then click NEXT button.

Next enable access at <u>myaccount.googl</u> (You can disable it later once mi	e.com/lesssecureapps gration is over)
Some apps and devices use less secure sign-in technology, wh You can turn off access for these apps, which we recommend, despite the risks. Learn more	ch makes your account more vulnerable. or turn on access if you want to use them
Allow less secure apps: ON	-

6. Enter your Gmail Account user id and password then enter CUTN email id and password then click Migrate button.

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		Enter your old gmail and new cutn mail c	redentials.		
		M Gmail	👼 Cutn		
		test2@cutn.ac.in	test2@cutn.ac.in		
		Migrate Reset			
			Migrating mails.		
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7. It will take few hours (depends on your email box size). After completion of migration, the message will be displayed as "Migrated successfully".

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	Enter your old gmail and new cutn mai	il credentials.
	M Gmail	👼 Cutn
	Gmail address	Cutn address
	Gmail password	Cutn password
	Migrate Reset	
		Migrated successfully. Check your Cutn mail.
	Logs [INBOX] - 4 messages [[Gmail/Drafts] - 0 messages [[Gmail/Sent Mail] - 1 messages [[Gmail/Trash] - 0 messages	

THANK YOU Kindly contact IT Service Desk, if you need any help in this regard. Telephone: 04366-277290 Email: mailsupport@cutn.ac.in