

# Cloud ERP Email Setup

Guidelines for setup your personal  
Email configuration in eCount  
Software and How to send auto  
Email from all voucher screen



eCount.In

# 1. Change Security Configuration For **GMAIL**

- Two step verification turn off.
  - **Link** : <https://myaccount.google.com/signinoptions/two-step-verification>
- Less Secure ON
  - <https://myaccount.google.com/lesssecureapps>
- For SMTP Information
  - [https://support.google.com/mail/answer/7126229?visit\\_id=637111298707400697-2298540832&hl=en&rd=1](https://support.google.com/mail/answer/7126229?visit_id=637111298707400697-2298540832&hl=en&rd=1)
- Enable IMAP Setting

## **IMAP access:**

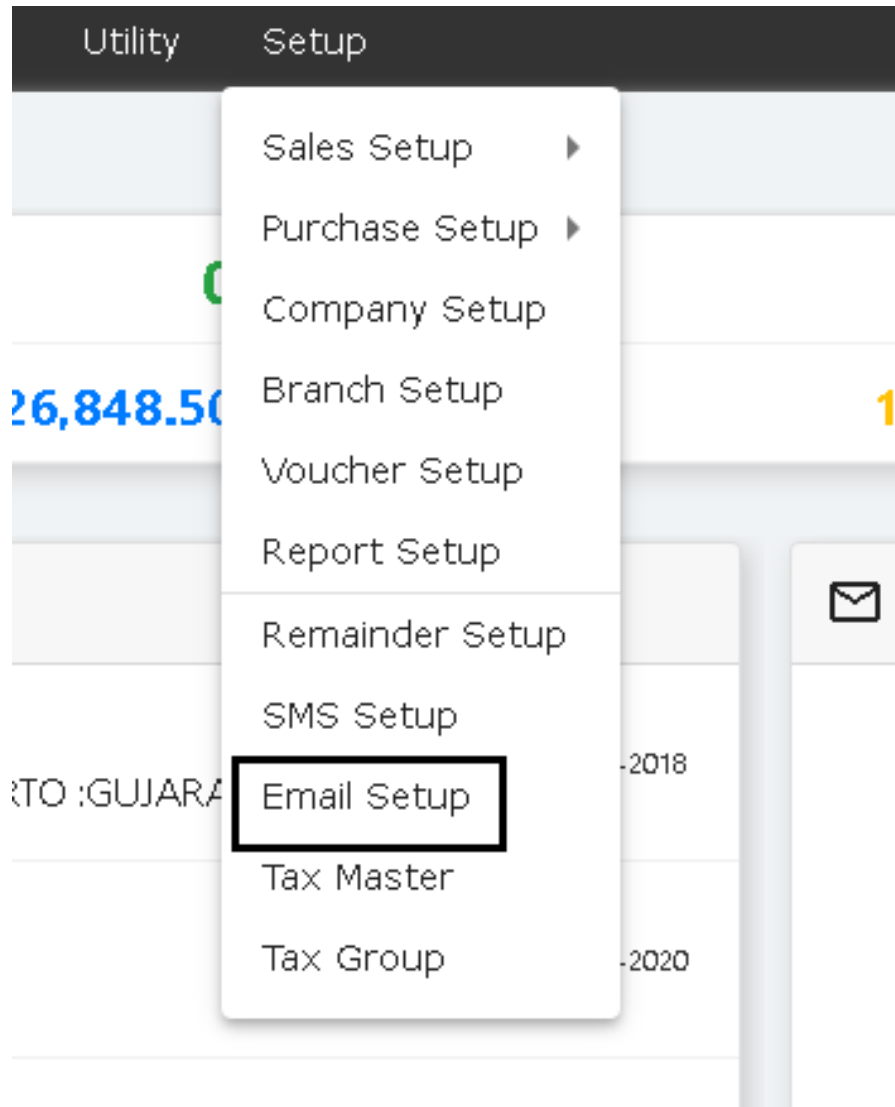
(access Gmail from other clients using IMAP)

Status: IMAP is disabled

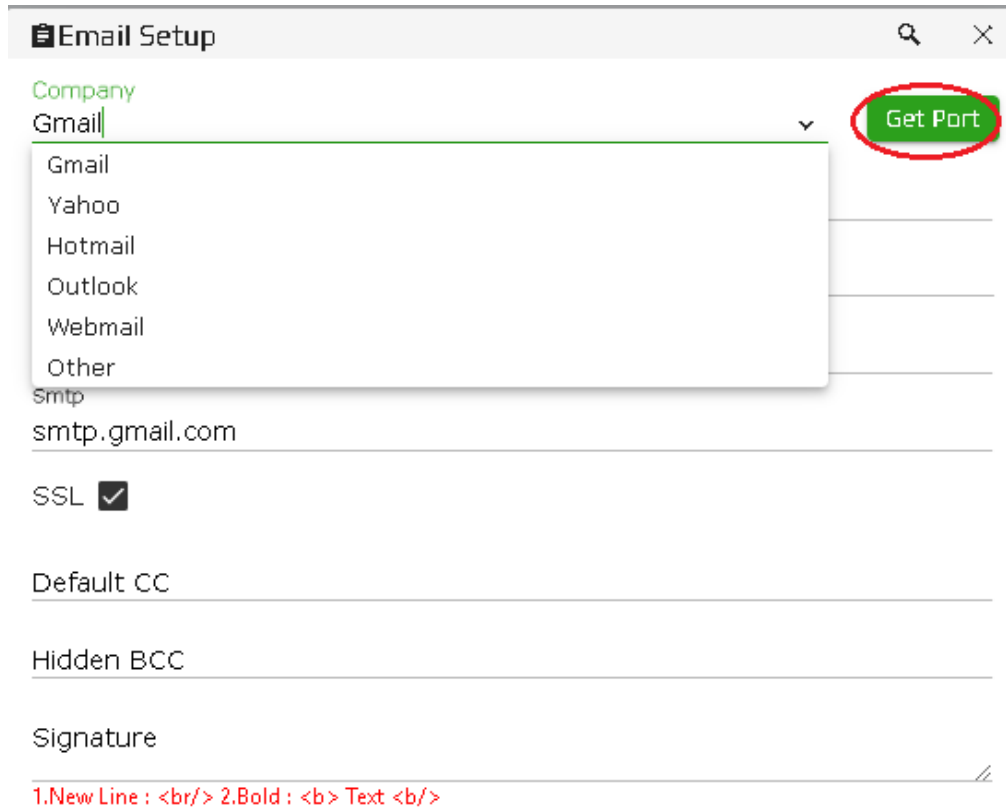
- Enable IMAP
- Disable IMAP

[Enable IMAP From Setting](#)

## 2. Click On Setup => Email Setup

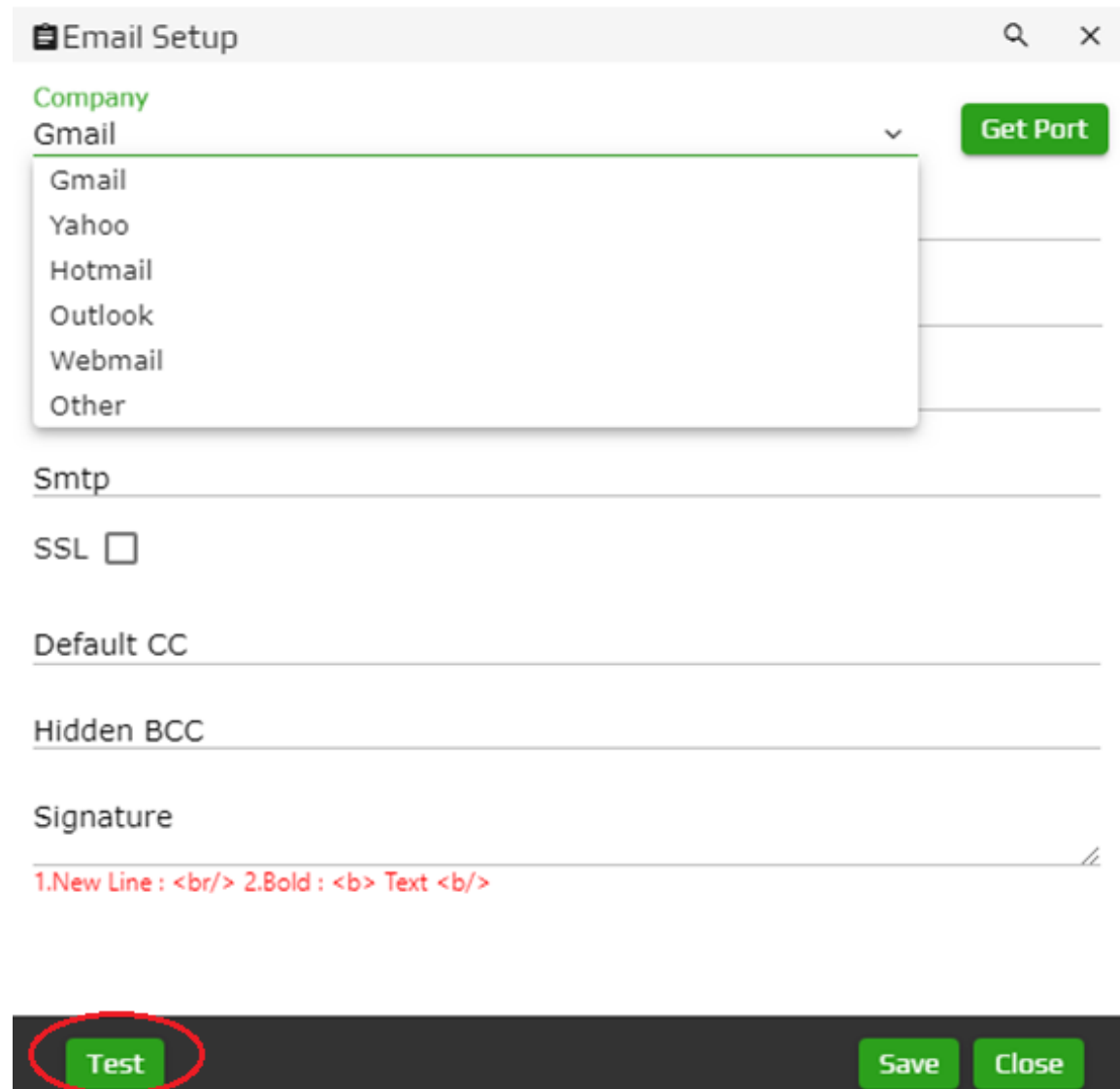


### 3. Select Provider & Click On 'Get Port'



The screenshot shows a window titled "Email Setup" with a search icon and a close button in the top right corner. Below the title bar, there is a "Company" label in green. A dropdown menu is open, showing "Gmail" as the selected option, with other options listed below: "Yahoo", "Hotmail", "Outlook", "Webmail", and "Other". To the right of the dropdown menu, a green button labeled "Get Port" is circled in red. Below the dropdown menu, there is a text input field containing "smtp.gmail.com". Below that, there is a checkbox labeled "SSL" which is checked. Further down, there are text input fields for "Default CC", "Hidden BCC", and "Signature". At the bottom, there is a red text label: "1.New Line : <br/> 2.Bold : <b> Text </b>".

## 4. Write Your Email & Password then press 'test' button



The screenshot shows a web-based 'Email Setup' interface. At the top, there is a search icon and a close button. Below the title bar, the 'Company' dropdown menu is open, showing options: Gmail, Yahoo, Hotmail, Outlook, Webmail, and Other. To the right of the dropdown is a green 'Get Port' button. Below the dropdown are several input fields: 'Smtpl', 'SSL' (with an unchecked checkbox), 'Default CC', 'Hidden BCC', and 'Signature'. The 'Signature' field has a red text hint: '1.New Line : <br/> 2.Bold : <b> Text </b>'. At the bottom, there are three buttons: 'Test' (circled in red), 'Save', and 'Close'.

Company  
Gmail

Gmail  
Yahoo  
Hotmail  
Outlook  
Webmail  
Other

Get Port

Smtpl

SSL

Default CC

Hidden BCC

Signature

1.New Line : <br/> 2.Bold : <b> Text </b>

Test Save Close

## 5. Custom Setup For Webmail/your personal domain

### Email Setup

Company  
Gmail Get Port

1. Two Step Verification Id will Not work(OTP Method), 2. Less Secure  
Email Id  
abc@gmail.com

Password Re Type Password  
●●● ●●●

Port  
587

smtp  
smtp.gmail.com

SSL

Default CC

Hidden BCC

Signature

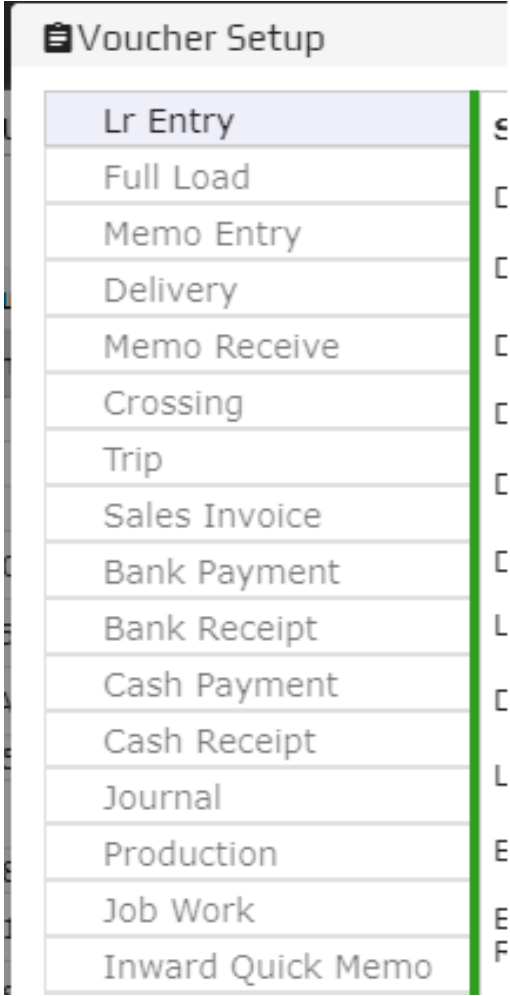
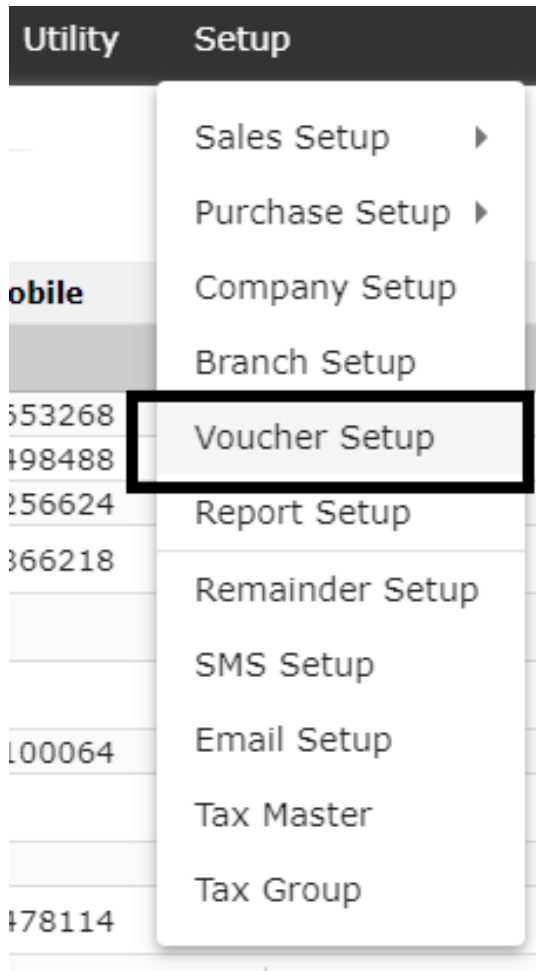
1.New Line : `<br/>` 2.Bold : `<b> Text </b>`

Test Save Close


# 6. Auto Email Sent From All kind of Voucher


1. Click Setup -> Voucher Setup

2. Select Voucher where you want to set.



7. Select 'Send Email After Save' and Type Subject, Message then 'Save'.

Email/Sms On:	Consignor 
<b>Email Option</b>	
Send Email After Save	<input checked="" type="checkbox"/>
Email File Name :	<LrNo>
Subject :	Email Subject
Message	LrNo : <LrNo> Booked wth Sender <AccountName> To <OppAccountName>



[Save This Page](#) [Close](#)





eCount.In

DONE !!

You have completed email setup in eCount Software.