

Integrating Ambassador Email Address into Gmail or Other Email Accounts

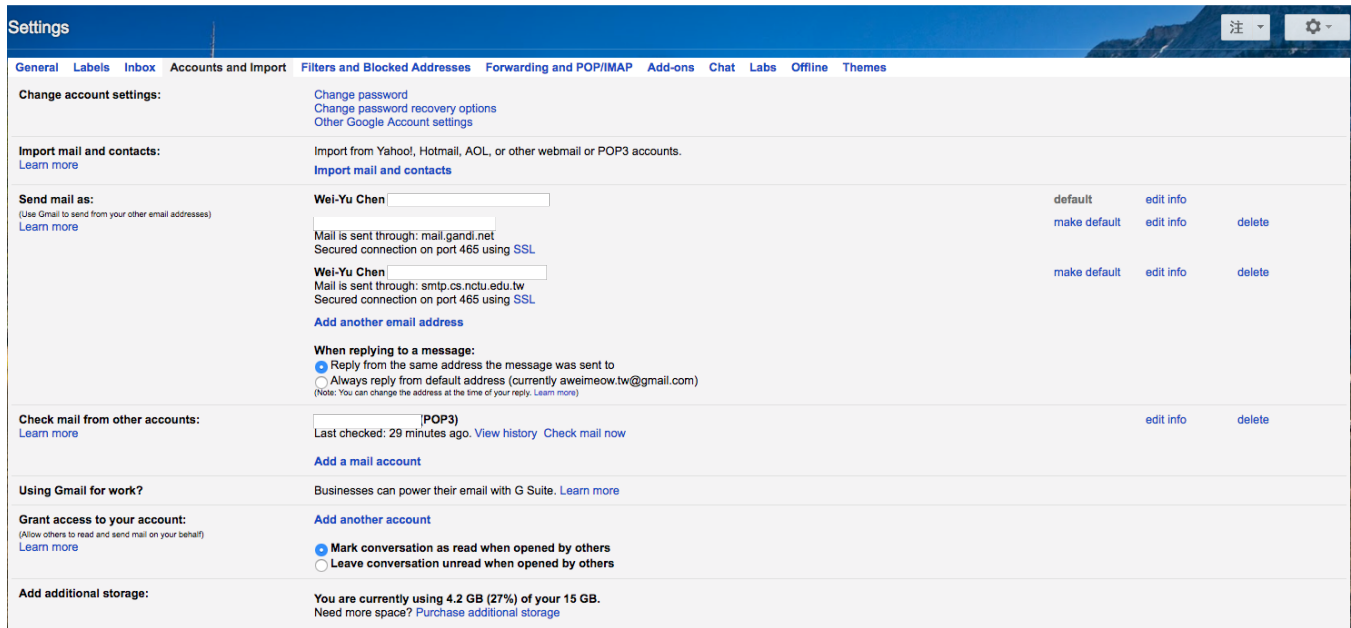
All Ambassadors are eligible to request a custom email address in the form of <yourname>@ambassadors.opennetworking.org. To request one, please email to a-team@opennetworking.org indicating what would you like <yourname> to be and what is the forwarding email address.

After your custom email address has been set up, you can integrate it to your [Gmail](#) account. This tutorial will show you step-by-step how to add your ambassador email to your Gmail account.

Adding email alias in Gmail

Step 0. Open 2FA (2 Factor Authentication) in Google.

Step 1. Open Gmail Settings, switch to "Account and Import" tab, in "Send mail as" section click "Add another email address".



Step 2. In add email window, enter **your name** and **your custom ambassador email address**, check "Treat as an alias".

Gmail - Add another email address you own

Secure | <https://mail.google.com/mail/u/0/?ui=2&ik=19da2c139f&jsver=QyRwmk-slyw.en...>

Add another email address you own

Enter information about your other email address.
(your name and email address will be shown on mail you send)

Name:

Email address:

Treat as an alias. [Learn more](#)

[Specify a different "reply-to" address](#) (optional)

Step 3. Fill SMTP information, use **smtp.gmail.com** as SMTP server here, and fill in your Gmail account in username field and **2FA password in password field**.

Gmail - Add another email address you own

Secure | <https://mail.google.com/mail/u/0/?ui=2&ik=19da2c139f&jsver=QyRwmk-sly...>

Add another email address you own

Send mail through your SMTP server

Configure your mail to be sent through cord-ambassadors.org SMTP servers [Learn more](#)

SMTP Server: Port:

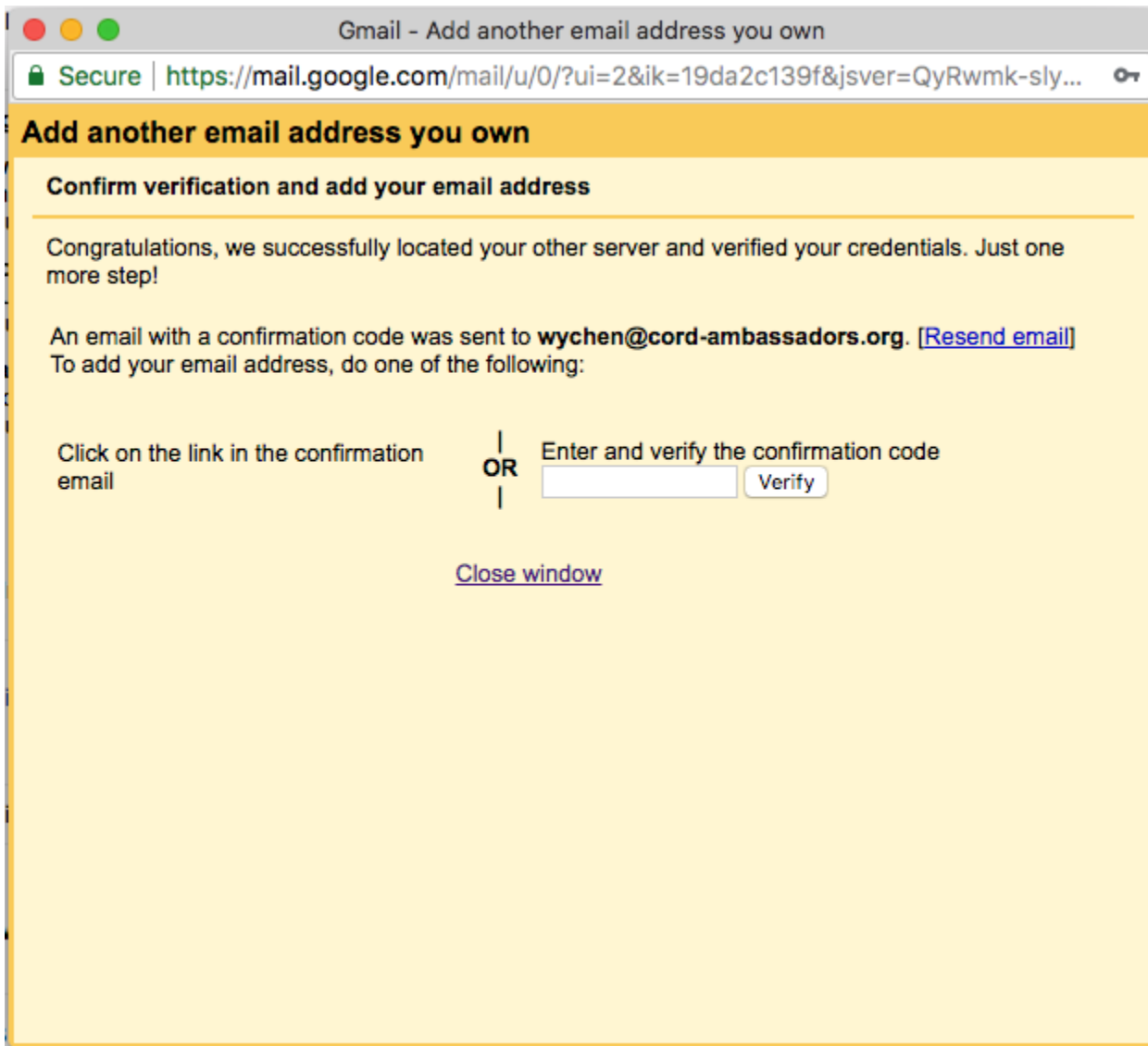
Username:

Password:

Secured connection using [TLS \(recommended\)](#)

Secured connection using [SSL](#)

Step 4. Check your mailbox, and find confirmation code in Gmail confirmation email.



Step 5. Congratulations, you are ready to send email from this email address!

Adding email alias in other email clients

Step 0. Add Google Apps one-time password

Enter [Google Account Console](#), generate a one-time password with "mail" app and "Mac" device, device option doesn't matter, just a description for this password.

← 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](#)

Your app passwords

Name	Created	Last used	
Airmail	27 Jun	27 Jun	
我的「Mac」上的「郵件」	27 Jun	27 Jun	

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

Mail ▼ Mac ▼

[GENERATE](#)

Generated app password

Your app password for Mac

k [redacted] f

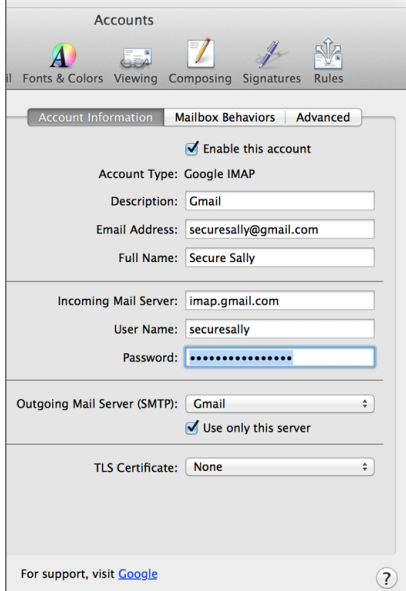
How to use it

1. Open the "Mail" app on your Mac computer.
2. From the Menu bar, select "Mail" → "Preferences..." → "Accounts".
3. Select your Google Account from the list.
4. 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.

[Learn more](#)

[DONE](#)



Step 1. Open email client of your preference, "AirMail" for example here.

SMTP server: smtp.gmail.com:465

Username: <your_gmail_account>

Password: <Google_APP_Password_you_generated>

Accounts

Accounts General Composing Appearance Favorites Snoozes Actions Services Advanced

Edit Alias

Name:

Email:

Default Sender

Copy to online sent folder

Default Replier:

SMTP: Default Custom

Port Auto Start TLS SSL

Authentication

Username:

Password: