

2 Step Verification to access University E-Mail.

2-Step Verification is an additional layer of security for your University Email system by Google (Gmail), without the mobile phone, the password itself is useless.

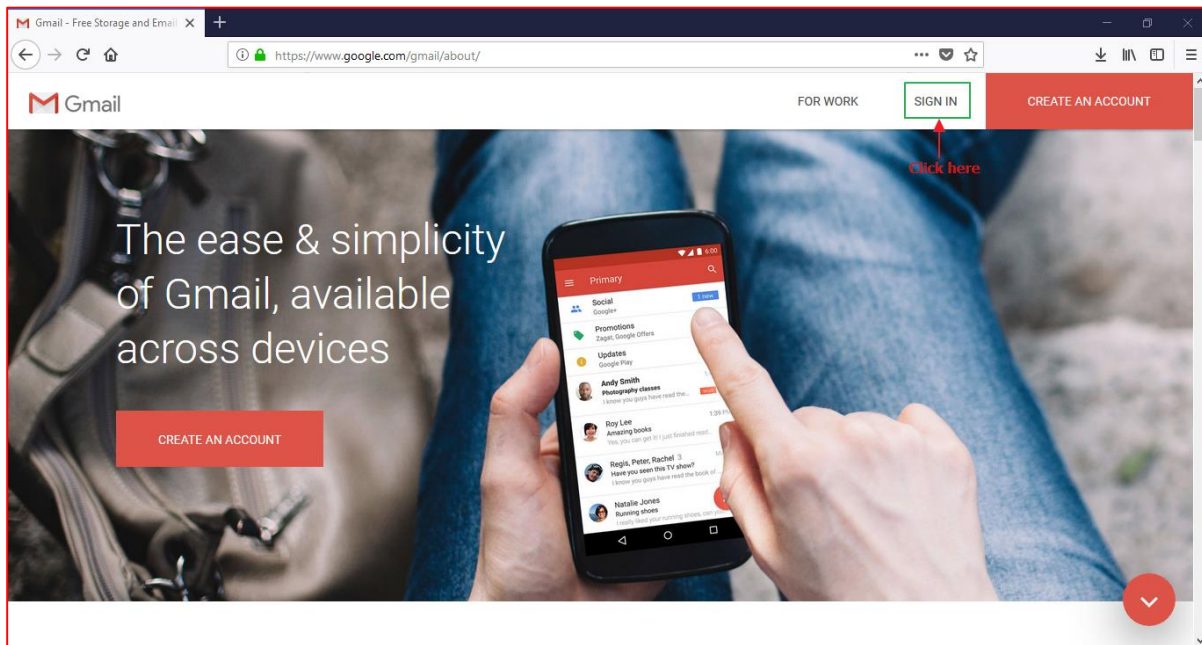
Whenever you login to your University E-Mail Account from a new System / Mobile, the E-Mail system will send an OTP (One Time Password) / single use code to your registered mobile number. Once you **add the code and your password**, you'll be granted access.

Here is how to set it up **2-Step Verification**.

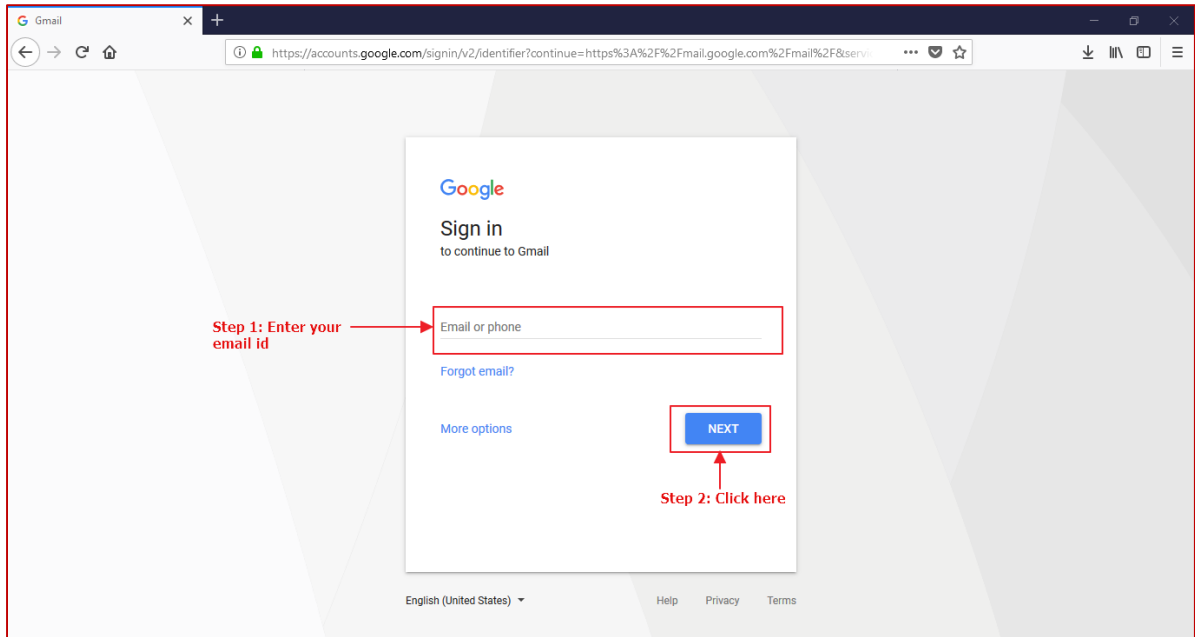
1. Click on below link (Press ctrl and click on the link).

<https://www.google.com/gmail/about/>

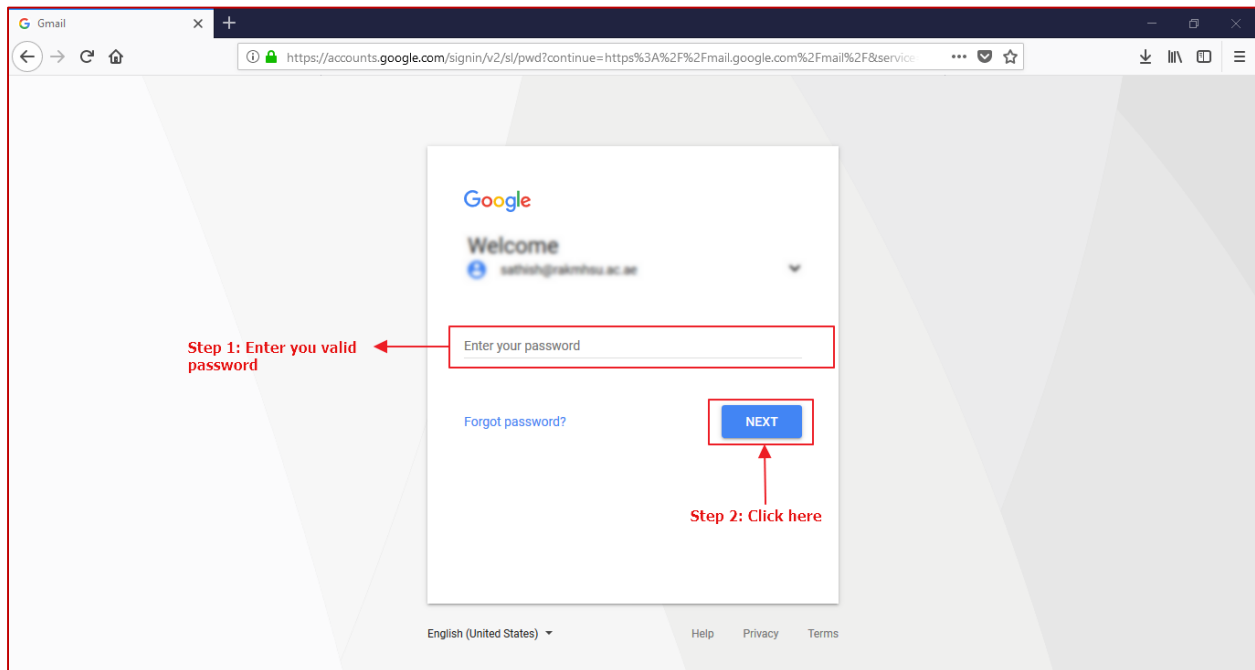
2. Click on **SIGN IN** button in the page as shown in below.



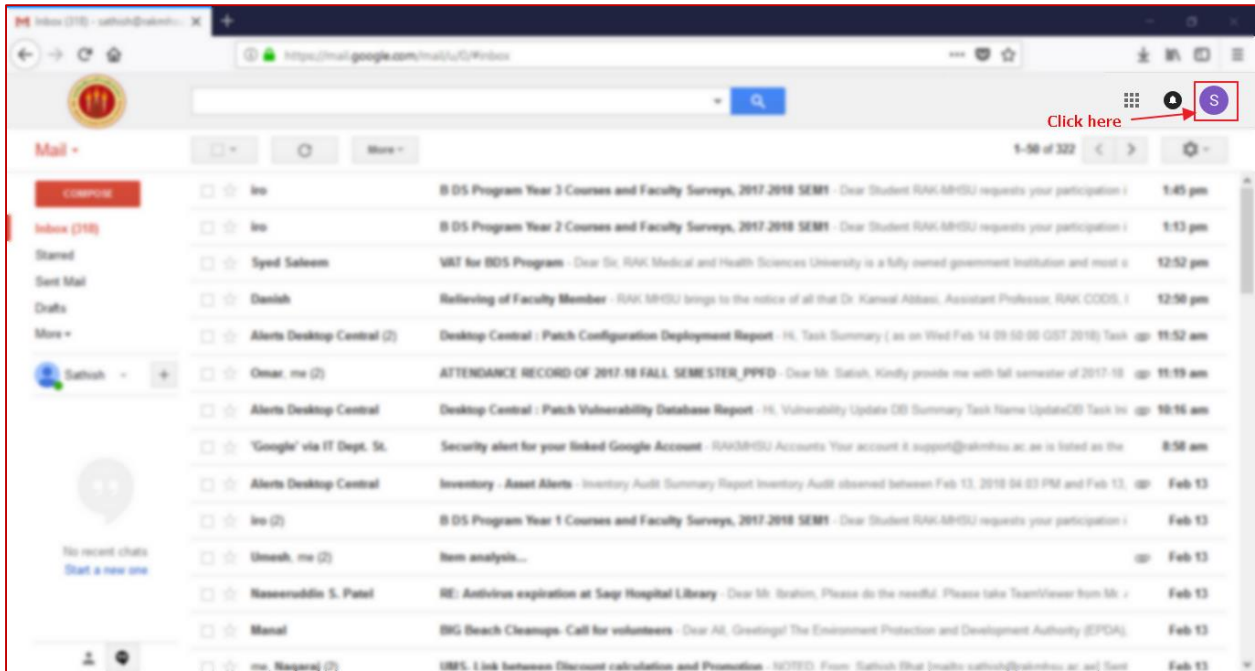
3. **Sign in** page will be loaded. Enter **Email ID** in Email field and click on **NEXT** button as shown in below figure.



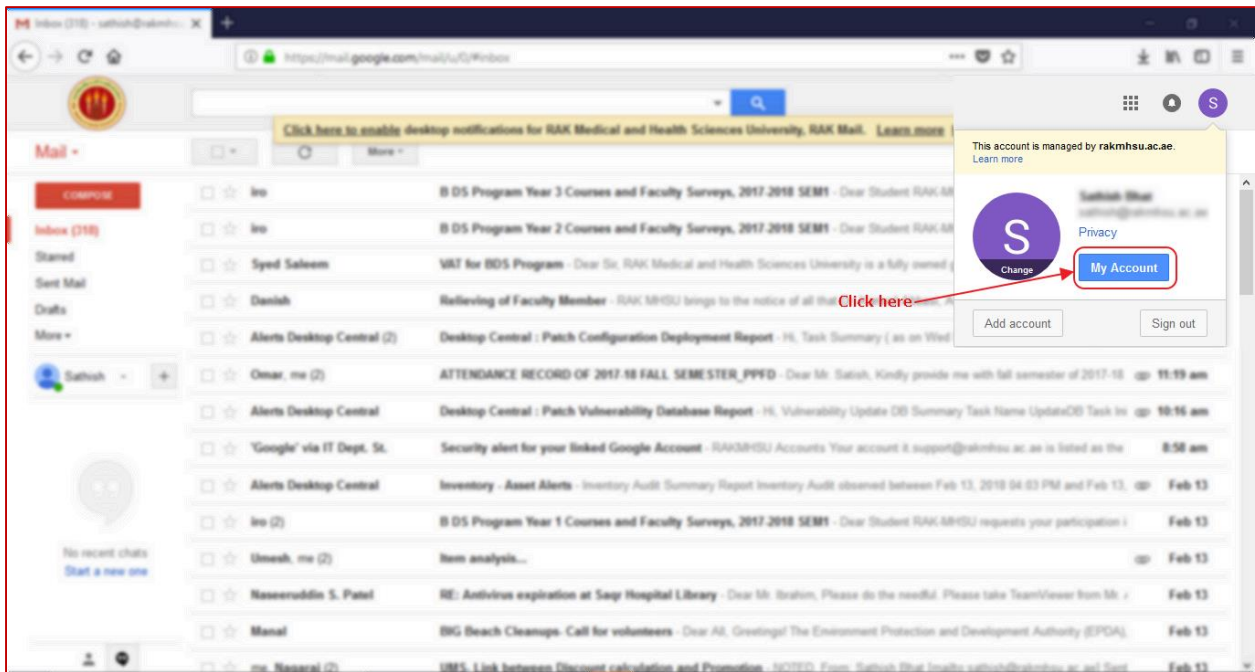
- Option to enter the password will be loaded as shown in below figure. Enter password and click on **NEXT** button.



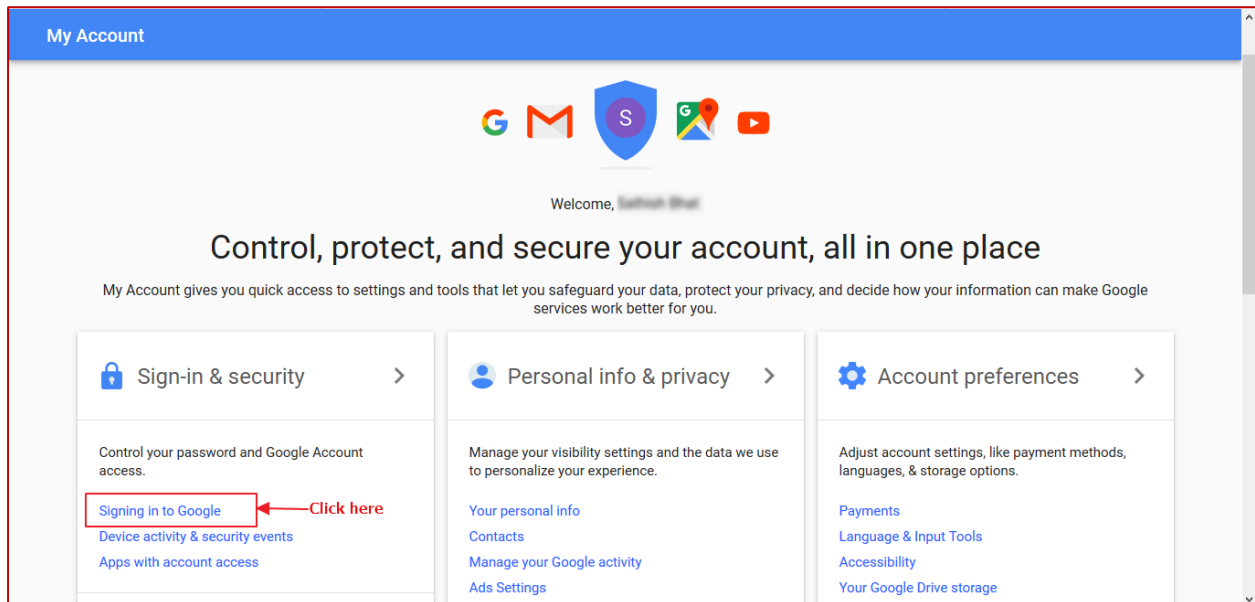
- Email page will be loaded as shown in below figure. Then click on Click on **Profile name** as shown in below figure



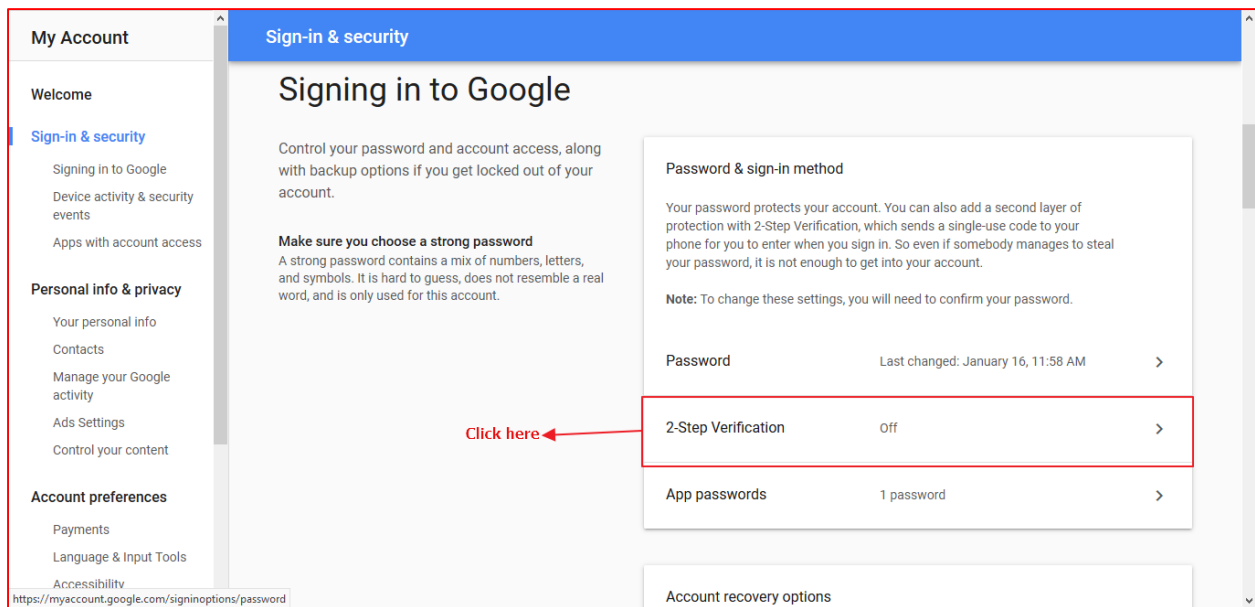
6. Profile info will be shown as shown in below figure. Click on **My Account** button.



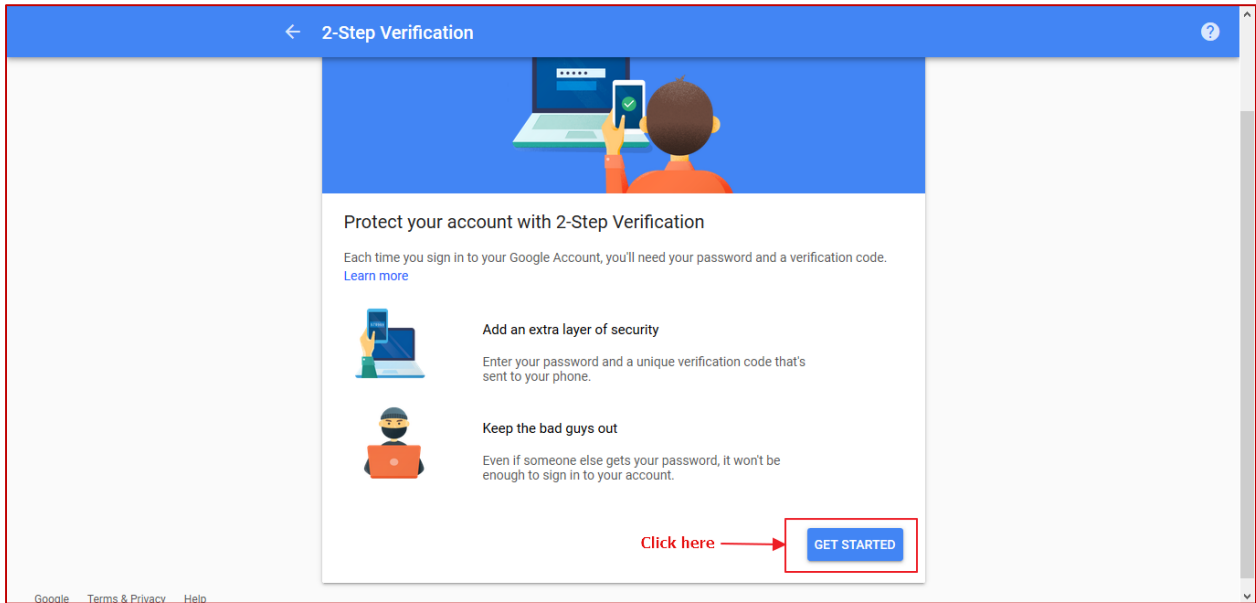
7. My Account page will be shown as in below figure. Then Click on **Signing in to Google** link.



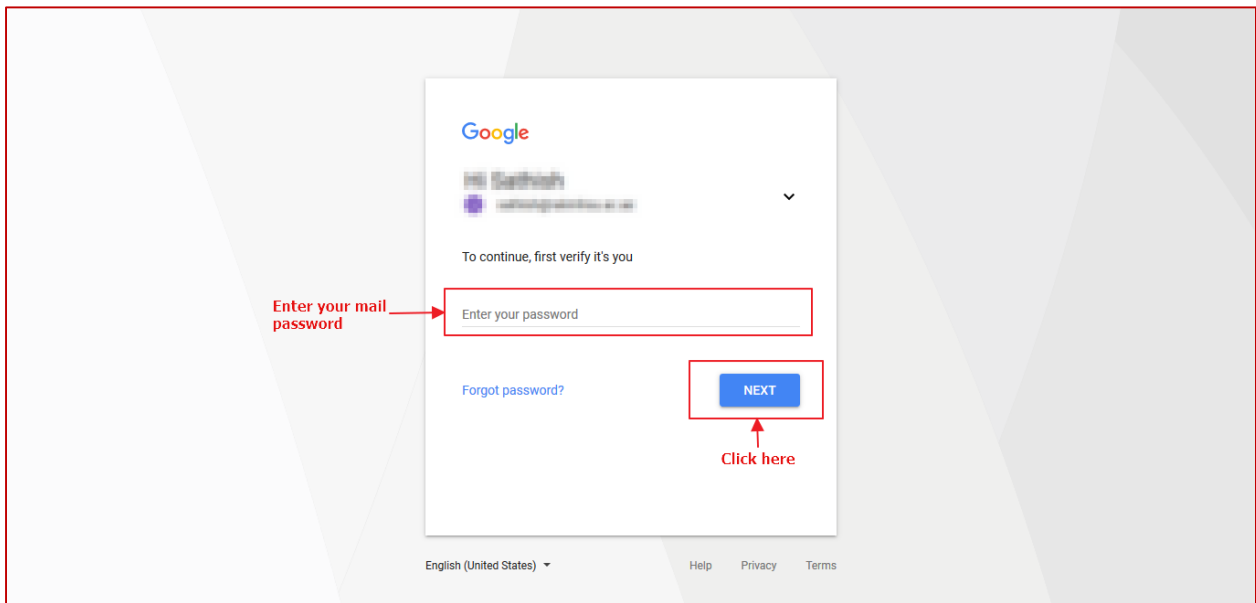
8. Sign-in & security page will be loaded. Click on **2 Step Verification** as shown in below figure



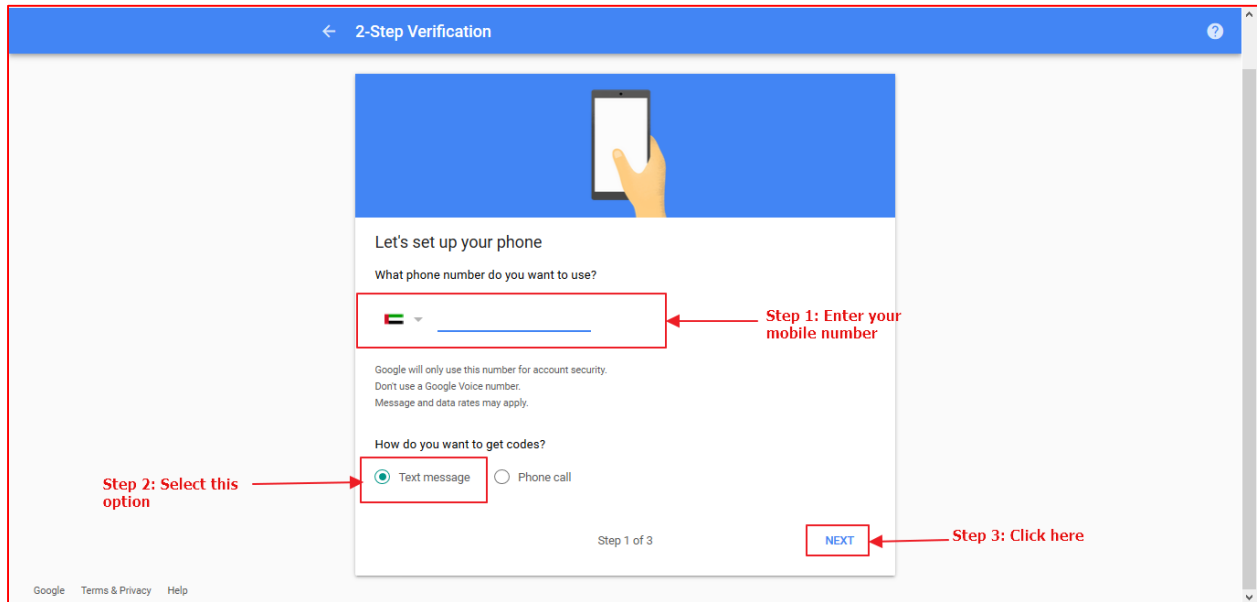
9. 2-Step verification page will be loaded as shown in below figure. Click on **GET STARTED** button.



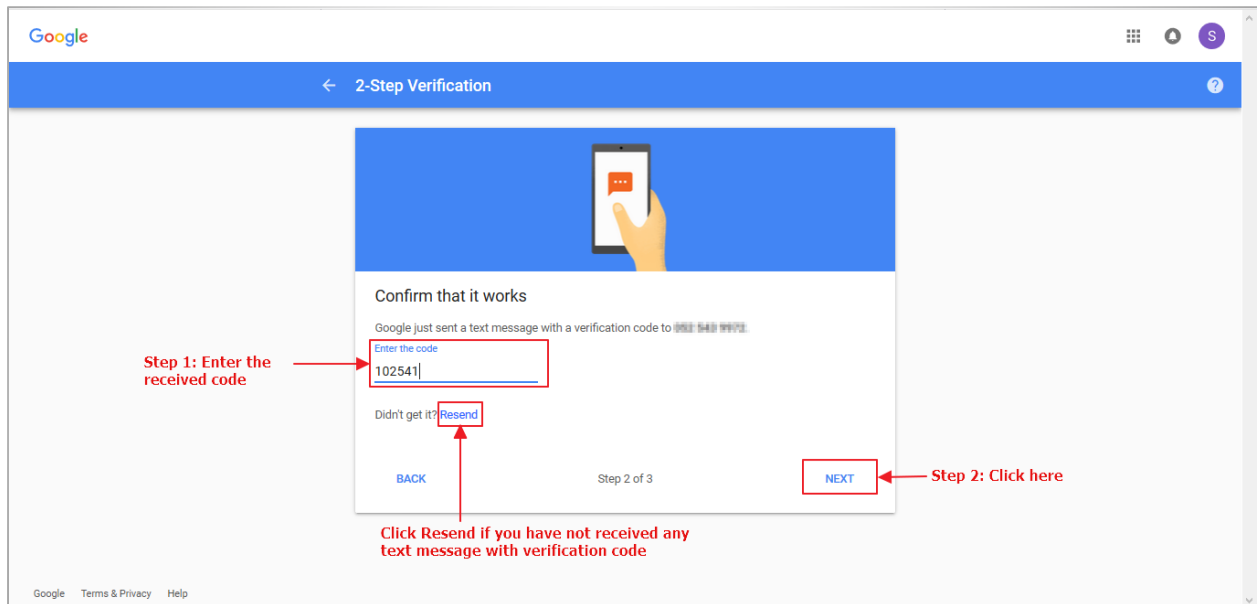
10. Enter your mail password and click on **NEXT** button as shown in below figure.



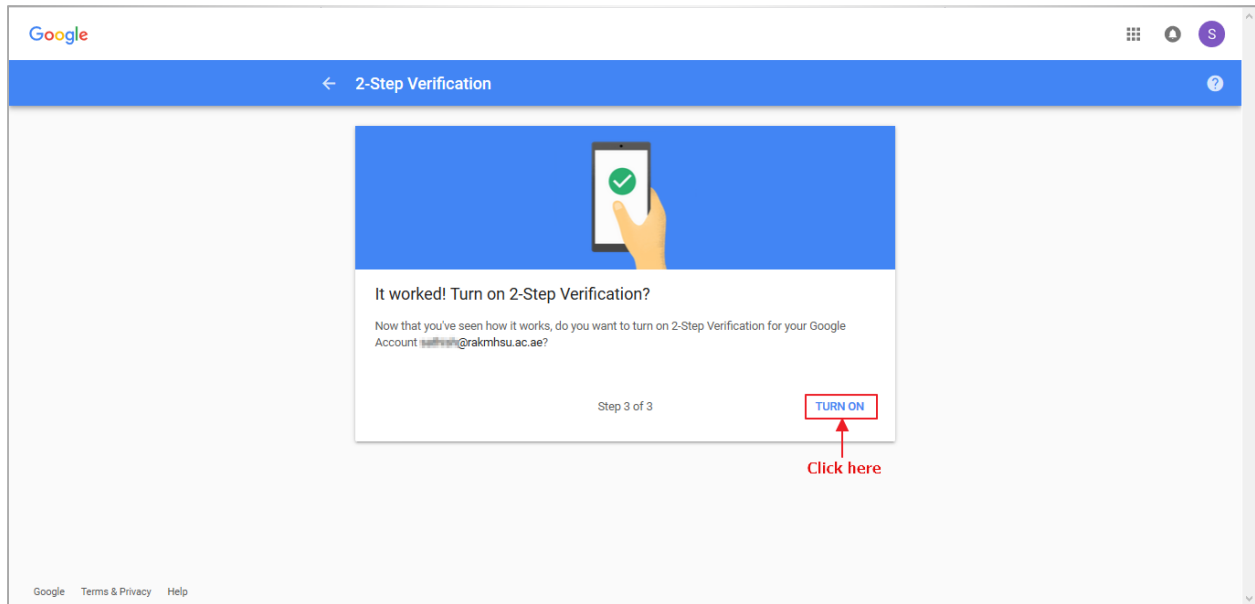
11. Add your **mobile phone number** and select **Text message**. Then click on **NEXT** button



12. Enter the **code** Google sends and Click on **NEXT** button.



13. Click **Turn On** to enable 2-Step Verification



From now on, every time you log into Google (Web) / Mobile, you'll be asked to generate a new code, along with your password.