**10. Email Automation**

**10.1 Sending email using UiPath + Gmail**

**10.1.1 Objective**

Send a simple email from your Gmail account using UiPath with Gmail’s secure app password.

**10.1.2 Process Overview**

🔹 Step 1: Enable 2-Step Verification (One-Time Only)

1. Open: 👉 https://myaccount.google.com/security

2. Under "Signing in to Google", click 2-Step Verification

3. Set up using your mobile number

4. Once set, it will show "2-Step Verification: ON"

🔹 Step 2: Generate Gmail App Password

1. Go to 👉 https://myaccount.google.com/apppasswords

2. Under Select App → choose Mail

3. Under Select Device → choose Windows Computer (or “Other” and type UiPath)

4. Click Generate

5. Copy the 16-character password shown (remove any spaces)

🔹 Step 3: Create a New Project in UiPath

1. Open UiPath Studio

2. Click Process → Name it GmailSender → Create

🔹 Step 4: Add Required Package

1. Go to Manage Packages (top ribbon)

2. Under Official, search and install:

✅ UiPath.Mail.Activities

🔹 Step 5: Add and Configure Send SMTP Mail Message

1. In your Main.xaml → Add a Sequence

2. Drag in Send SMTP Mail Message activity

3. Configure the properties:

Property Value To : "receiver@gmail.com"

Subject : "Test Mail from UiPath"

Body: "Hi, this is a test mail."

Email: "your\_email@gmail.com"

Password: "your\_16\_char\_app\_password" (in quotes)

Server: "smtp.gmail.com"

Port: 587

SecureConnection :Auto or StartTls

🔹 Step 6: Run

Click Run

Check your Sent Mail in Gmail — the email should appear!

**10.2 Accessing emails in a Gmail account using UiPath.**

**10.2.1 Objective**

Access 5 unread emails from Inbox of a Gmail account using UiPath.

**10.2.2 Process Overview**

Step 1: Open UiPath and create a flowchart.

Step 2: Add Get IMAP Email List Activity and connect it to start symbol in flowchart.

Step 3: Go to properties panel of Get IMAP Email List activity and set the following properties:

1. Turn off “Use Integration Service”
2. Server: “imap.gmail.com”
3. Port: 993
4. Email: [your\_emailid@gmail.com](mailto:your_emailid@gmail.com)
5. Password: "your\_16\_char\_app\_password" (in quotes)
6. Unread only: True
7. Limit email to First: 5
8. Right click in Output Email list textbox and click on create variable.

Set Var: Mails

Step 4: Add For Each activity below Get IMAP Email List and connect to it.

Step 5: Go to properties panel of For Each activity. Type variable name Mails in textbox of In\*

Property. Change the item name to Mail.

Step 6: Double click on For Each activity. Add Message Box activity in Body section.

Step 7: In Text input type Mail.Subject.ToString.

Step 8. Save and Run the flowchart to see 5 unread emails on message box.