* Set up new Windows Server 2019 VM using the template
* Give the server a static IP and connect it to the domain
* In Server Manager, click Manage and select Add Roles and Features
* Go to the Features tab and check the SMTP feature
* Click next and then click install
* Close the wizard and click on tools and select IIS 6.0 Manager
* Click on your machine and then right click SMTP Virtual Server #1 and select Properties
* Check the box for Enable Logging, and then click on the Access tab
* Click on Authentication and make sure Anonymous Access is enabled
* Go back to the Access tab and click on Connection
* Click ‘Only the list below’ and add the IP addresses of the machines you want to allow to relay email through this server, then click OK
* Click on the Messages tab and enter your email address to receive non-delivery reports
* Click on the Delivery tab and click the Outbound Security button
* Select Basic Authentication and enter your email address and **app password**, then check TLS encryption and click OK
* Click Outbound connections and for the TCP port enter 587 and click OK
* Click Advanced and in ‘Fully-qualified domain name’ enter the name of your domain
* For smart host enter smtp.gmail.com and click OK
* Open firewall settings, click advanced, and make sure port 587 is open for outbound connections
* Save the SMTP server settings and restart the server
* Open Powershell and set smtpsvc to start automatically when booting the server by running the command **set-service smtpsvc -StartupType Automatic**
* Then start the service by running **start-service smtpsvc**