

Pasi pentru a folosi Google Workspace cu nume domeniu, site si/sau email *deja existente*

- ▶ Cand cumperi serviciul de email de la Google, bifeaza faptul ca ai deja un domeniu (YES)
- ▶ Introdu-l la urmatorul pas *domeniultau.com*
- ▶ Alege un Payment plan, apoi datele tale, si la final apare mesajul ca a fost creat contul
- ▶ Continua la Admin Console
- ▶ Urmeaza *verificarea faptului ca tu detii acest domeniu via TXT*
- ▶ Copiaza codul afisat
- ▶ Te duci la providerul unde ai inregistrat domeniul, de exemplu: Interserver, Godaddy, Namecheap, Ionos, etc. si ceri Suportului lor sa faca asta ptr tine *-please add the following TXT records to my Domain Records* si le atasezi codul copiat mai sus)
- ▶ Revii pe pagina de la google si scroll-down apoi Verify my domain
- ▶ Daca este cu success, click pe Active

Does your business have a domain?

You'll need a domain, like *example.com*, to set up email and a Google Workspace account for your business. ?

YES, I HAVE ONE THAT I CAN USE NO, I NEED ONE

Here's how this works

Before you can start using Google Workspace, we need to do a quick check to make sure you own the domain *askitbe.xyz*.

TXT verification | Or [switch verification method](#)

- Add verification code to your domain settings
This won't affect your current email or website
- We'll verify that you added the code
Google will confirm that you own *askitbe.xyz*
- You can start using Google Workspace
After verification, add team members and start using advanced collaboration features!

CONTINUE

c. Select the option to add a new record.

5. Add your TXT record

- For the record type, select **TXT**.
- In the **Name/Host/Alias** field, enter @ or leave it blank.
Your host can require you to enter your domain, which looks like *yourdomain.com*, into this field.
Your other DNS records might indicate what you should enter.
- In the **Time to Live (TTL)** field, enter **86400** or leave the default.
- In the **Value/Answer/Destination** field, paste the TXT verification record you copied above.
- Save the record.

Note: If you see a warning message about changing your DNS settings, disregard it. Adding the TXT record won't damage your website or DNS settings.

BACK VERIFY MY DOMAIN

- ▶ Revii la Suportul de la compania ta de hosting (providerul de domeniul) si le ceri sa iti modifice si MX Records cu cele de la Google (5 inregistrari) care trebuie date acestora (*please help me changing/adding the following 5 MX records to my Domain Records* - si le dai pe toate 5 - cinci!)
- ▶ Apoi: Activeate Gmail

Checking your MX records

We're confirming that the right email settings are added.

Name/Host/Alias	Time to Live (TTL*)	Priority	Value/Answer/Destination
@ or leave blank	3600	1	ASPMX.L.GOOGLE.COM
@ or leave blank	3600	5	ALT1.ASPMX.L.GOOGLE.COM
@ or leave blank	3600	5	ALT2.ASPMX.L.GOOGLE.COM
@ or leave blank	3600	10	ALT3.ASPMX.L.GOOGLE.COM
@ or leave blank	3600	10	ALT4.ASPMX.L.GOOGLE.COM

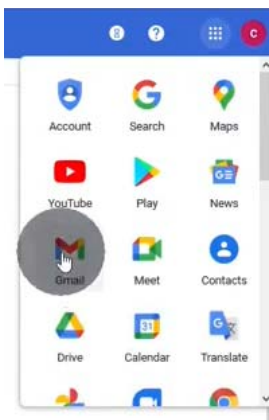
5. Set up your email by adding MX records for Gmail.

- From the **Type** drop-down list, select **MX**.
- In the **Name/Host/Alias** field, enter @ or leave it blank.
- In the **Server/Mail Server/Value/Answer/Destination** field, enter **ASPMX.L.GOOGLE.COM**.
- In the **Priority** field, enter 1.
- In the **Time to Live (TTL)** field, enter 3600 or leave the default value.
- Click **Save**.
- Follow these same steps to add the MX records shown in this table. Start from the top of the table and enter as many as you have room for.

MX SERVER ADDRESS	PRIORITY
ALT1.ASPMX.L.GOOGLE.COM	5
ALT2.ASPMX.L.GOOGLE.COM	5
ALT3.ASPMX.L.GOOGLE.COM	10
ALT4.ASPMX.L.GOOGLE.COM	10

Note: Each address is for a Google mail server. We provide several servers in case one becomes unavailable. Some hosts also require a trailing period at the end of the server name.

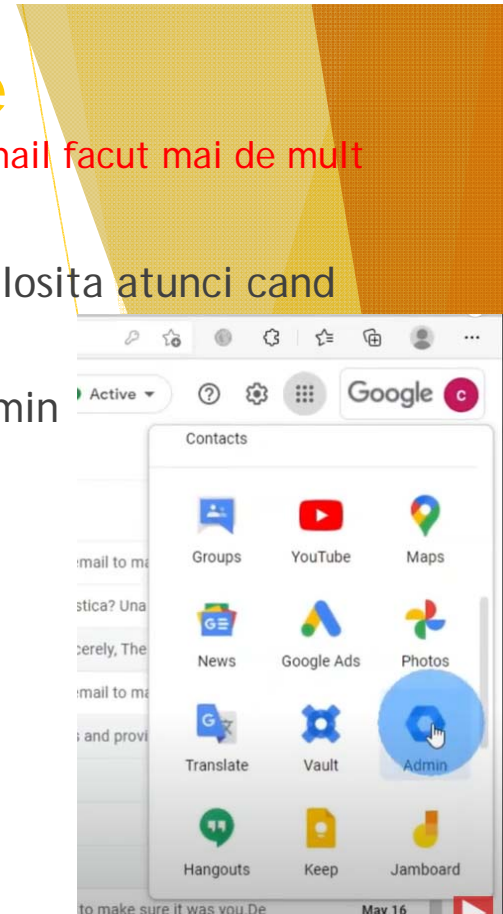
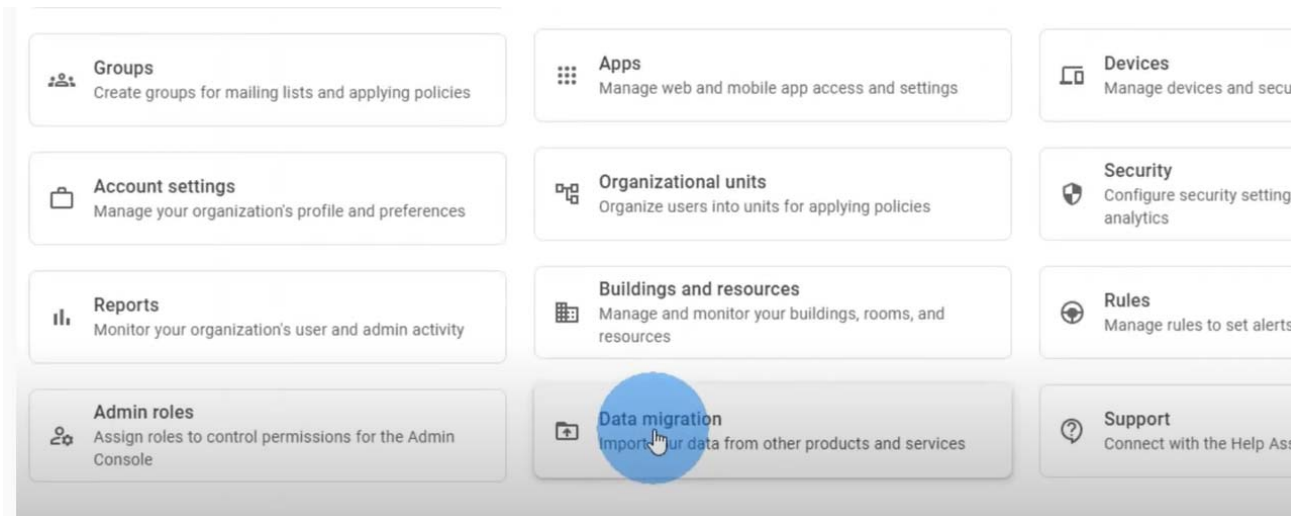
▶ Gata!



Migrare email IMAP* via Data migration service

*dupa ce ai deja email la Google si vrei sa iti aduci aici emailurile deja existente dintr-un email facut mai de mult

- ▶ Logheaza-te in Google Admin console admin.google.com cu adresa de email folosita atunci cand ai cumparat G Workspace
- ▶ SAU: odata logat in business email via gmail, click pe cele 9 puncte apoi pe Admin
- ▶ Cauta Data migration si apoi click pe Set Data Migration Up.



- ▶ La Migration Source, selecteaza Other IMAP Server. Data type: Email

Configure Data Migration Service

1 Source Connection Settings — 2 Additional Migration Settings

Configure your source connection settings. [Learn More](#)

Migration Source Select the type of source server you are migrating from. If you don't know or are unsure, select 'I don't know'.

Select a Migration Source*

- Google Workspace
- Gmail
- Microsoft Exchange 2003
- Microsoft Exchange 2007
- Microsoft Exchange 2010
- Microsoft Exchange 2013
- Microsoft Exchange 2016
- Microsoft Office 365
- Other IMAP Server
- I don't know

Connection Protocol Select the protocol to use to talk to your source server. We recommend that you choose 'Auto Select (Recommended)'.

Auto Select (Recommended)

Role Account Enter email address and password of a role account. This is an account on your source server. The account is used to verify that your source server may be connected to and migration reports may be sent to the account.

I don't know

- ▶ La Migration Source, selecteaza Other IMAP Server. Data type: Email

- ▶ La Connection Protocol, alege

- ▶ IMAP si la Server URL field, introdu IMAP-ul tau (de exemplu, *imap.example.com*). De regula in primul email din inbox, atunci cand ai creat o adresa la Roudcube, sunt aceste date

- ▶ La Role Account introdu adresa de email din care vrei sa aduci emailurile

- ▶ Apoi: Start

Configure your source connection settings. [Learn More](#)

Migration Source Select the type of source server you are migrating from. If you don't know or are unsure, select 'I don't know'.

Other IMAP Server

Select the type of items to migrate from your source server.

Email

Connection Protocol Select the protocol to use to talk to your source server. We recommend that you choose 'Auto Select (Recommended)'.

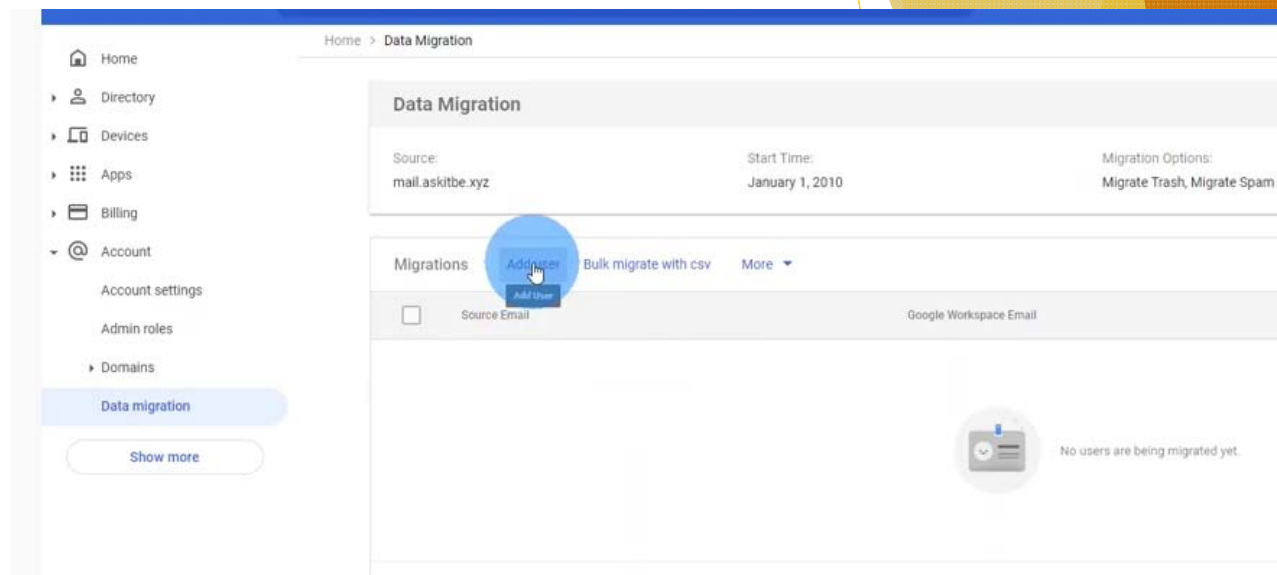
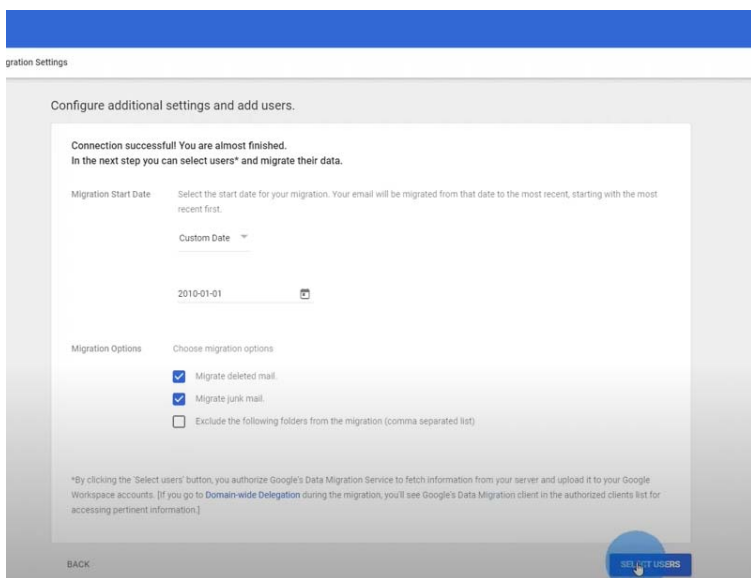
Auto Select (Recommended)

Role Account Enter email address and password of a role account. This is an account on your source server. The account is used to verify that your source server may be connected to and migration reports may be sent to the account.

Username

Password

- ▶ La Migration Start Date, alege perioada pe care vrei sa o migrezi (gen: emailurile din ultimele 6 luni)
- ▶ La Migration Options poti selecta sa aduci si foldererele Trash si/sau Junk
- ▶ Click Select Users.
- ▶ Click Add user.



- ▶ La Source Email field, introdu emailul din care vrei sa migrezi
- ▶ La Google Workspace Email field, introdu adresa de email din Google Workspace
- ▶ La Password field, introdu parola de la emailul din care vrei sa migrezi
- ▶ Click Start > Astepti pana ajunge la 100% (Complete) > GATA!