Google Workspace Connector Setup for Admins

Overview

MyWhistleBox by default will send out request emails (Upload, Signature etc.) using it's own SMTP mail server. This has the effect of emails "coming from" mywhistlebox.com and not the customers email account. Using the MyWhistleBox email settings, the default can be overridden to use an email server of the customers choice. Using the Google Workspace Connector, you can connect to a Google Workspace account via OAuth2.

This article will cover the required steps necessary for an administrator to configure the connector for outbound email messages.

Prerequisites

- You must have a MyWhistleBox Professional level plan.
- You must have an active **Google Workspace or Google Apps** account to configure the Google connector for your instance. <u>Google does not support free gmail accounts.</u>

Before We Start

Before users may connect their Google accounts to MyWhistleBox, an admin user must complete the initial, system-wide Google connector configuration. The following sections explain how the administrator can acquire the proper API credentials from Google and use those credentials to set up the connector in MyWhistleBox.

Heads up. While completing these steps, you will need to download a configuration .json file that will be used to configure your connector.

Enabling Google APIs and Creating Credentials

To set up the MyWhistleBox Google email connector, you must first enable the appropriate Google APIs.

- 1. Using your web browser, navigate to the Google Cloud Admin site (<u>https://console.cloud.google.com</u>).
- 2. Make sure you're signed into the Google Workspace <u>admin</u> account.
- 3. Create a new project:
 - a. Click "Select a project" in the navigation bar. Click "New Project" in the Select a project window.

=	Google Cloud Pla	tform	Select a project Select a pro	~	
A	Home	>	Dashboar		
C	Recent	>	Select a project	NEW PROJECT	
	View all products		Search projects and folders		

b. Enter a project name of your choice (e.g. MWB Email Connector) and then click "Create".

≡ Google Cloud	
New Project	
▲ You have 21 projects remaining in your quota. Request an increase or delete projects. Learn more ☑ MANAGE QUOTAS ☑	
Project name * MyWhistleBox Google Connector Project ID: planar-unity-410516. It cannot be changed later. EDIT	
Location * Image: Description in the second seco	
CREATE CANCEL	

- 4. Enable the API.
 - a. Click the Google Cloud Platform logo in the top left of the screen and ensure that you are working in your newly created project (e.g. MyWhistleBox Email Connector).
 - b. Click "Api's and Services" from the Quick Access buttons.

🙆 Welcome 🗧						
You're working in MyWhistleBox Server						
Project number: 746961904271 C Project ID: mywhistlebox-server C Dashboard Recommendations						
Create a VM Run a query in BigQuery Create a GKE cluster Create a storage bucket						
RPI APIs & Services	IAM & Admin	Billing				
🔡 Cloud Storage	(BigQuery	VPC network				

c. Click "Enable APIs & Services" from the sidebar.



d. Click "+ **Enable APIs and Services**" at the top of the page.

API	APIs & Services	APIs & Services	+ ENABLE APIS AND SERVICES
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- e. Locate "Gmail API" on the API Library page and click on it. Then, click the Enable button to enable for in your project.
- 5. Set up your Service Account.
 - a. Click the Google Cloud Platform logo again in the top left of the screen. Click "**IAM & Admin**" from the Quick Access buttons.

S Welcome						
You're working in MyWhistleBox Server						
Project number: 746961904271 C Project ID: mywhistlebox-server C						
Create a VM Run a query in BigQuery Create a GKE cluster Create a storage bucket						
RPI APIS & Services	IAM & Admin	📰 Billing				
🔡 Cloud Storage	G BigQuery	VPC network				

b. Click "**Service Accounts**" from the sidebar.



Service accounts	+ CREATE SERVICE ACCOUNT	🗑 DELETE	+ MANAGE ACCESS	C REFRESH

d. Under **Service account details**, type a name, ID, and description for the service account, then click **Create and continue**.

Service account details

Display name for this service account	
Service account ID *	
mwb-email-1	XC
mail address: mwb-email-1@mwb-service-account.iam. <u>c</u> Service account description MWB Email Connector	gserviceaccount.com Г
mail address: mwb-email-1@mwb-service-account.iam.g Service account description MWB Email Connector	gserviceaccount.com Г
mail address: mwb-email-1@mwb-service-account.iam.g Service account description MWB Email Connector Describe what this service account will do	gserviceaccount.com 🗖

e. Under **Grant this service account access to project**, Click **Continue**.

f. Under Grant users access to this service account, Click Done.

- 6. Next, create a service account key:
 - a. Back in Service Accounts, Click the email address for the service account you just created.
 - b. Click the **Keys** tab.

← N	IWB Email				
DETAILS	PERMI	SSIONS	KEYS	METRICS	LOGS
Keys					
A	Service acco Cloud <u>here</u> 2	ount keys could 3.	pose a secu	rity risk if comprom	nised. We recommend you avoid downloading se
0	Starting Jun	e 16, 2024, Goo	ogle will auto	matically disable se	ervice account keys detected in public repositorie
Add a ne	w key pair or up	oload a public k	ey certificate	e from an existing k	ey pair.
Block ser Learn mo ADD Ki	vice account ke are about settin	ey creation using organization	ng <u>organizati</u> policies for s	on policies ^[2] . service accounts [2]	
Туре	Status	Key Creat	ion date	Expiration date	

c. In the **Add key** drop-down list, select **Create new key**.



No rows to display

d. Select JSON and Click Create.

Create private key for "MWB Email"

Downloads a file that contains the private key. Store the file securely because this key can't be recovered if lost.



CANCEL CREATE

Your new public/private key pair is generated and downloaded to your machine as a JSON file; it serves as the only copy of the private key. **Please save this file because you will need it later in this process.**

- 7. Grant Permissions to the Service Account in Google Workplace
 - a. Under Service Account Details tab, scroll to bottom and click Advanced Settings



- b. <u>Take note of the Client Id or click the icon and copy to clipboard.</u>
- c. Click **View Google Worksplace Admin Console** and sign in with the admin account if prompted.
- d. On the Console sidebar, under Security, open "Access and Data Control" and then click "API Controls"



e. In main window, click Manage Domain Wide Delegation



f. Click Add New

API clients	Add new	Download client info	
+ Add a filter	0		
Name		Client ID	Scopes

- i. Enter your Client Id from 7b above
- ii. Enter https://mail.google.com/ for the oauth scope
- iii. Click Authorize

Configuring MyWhistleBox Email Settings

Once the Google API has been configured, you can then configure MyWhistleBox's Google email connector using MyWhistleBox's Email Settings Page. You will need the JSON file from step 6d above and an email address that is associated with your Workspace account (any should work but if not, use an admin email). After saving the credentials, you should be able to send a Test Email