

# *Tech Tools: Google Contact Sharing*

*Fall Workshop 2019*

*Karen Hunter '85 (Dallas) & Rachael Delaney (Waco-McLennan)*

[Club Name Here]	[Officer Position Here]	[desired email address]@aggienetwork.com	DesiredPasswordHere
Waco McLennan County	VP Membership	<a href="mailto:WacoMembership@aggienetwork.com">WacoMembership@aggienetwork.com</a>	Members19!
	VP Fundraising	<a href="mailto:WacoFundraising@aggienetwork.com">WacoFundraising@aggienetwork.com</a>	
	VP Programs	<a href="mailto:WacoPrograms@aggienetwork.com">WacoPrograms@aggienetwork.com</a>	
	VP Special Events	<a href="mailto:WacoEvents@aggienetwork.com">WacoEvents@aggienetwork.com</a>	
	Corresponding Secretary	<a href="mailto:WacoCorrespond@aggienetwork.com">WacoCorrespond@aggienetwork.com</a>	
	Exam Packs	<a href="mailto:WacoExamPacks@aggienetwork.com">WacoExamPacks@aggienetwork.com</a>	
	Scholarship	<a href="mailto:WacoScholarship@aggienetwork.com">WacoScholarship@aggienetwork.com</a>	
	Treasurer	<a href="mailto:WacoTreasurer@aggienetwork.com">WacoTreasurer@aggienetwork.com</a>	
	Historian	<a href="mailto:WacoHistorian@aggienetwork.com">WacoHistorian@aggienetwork.com</a>	

*Having the addresses for the officer positions available will make this process easier*



# Google

Google Search

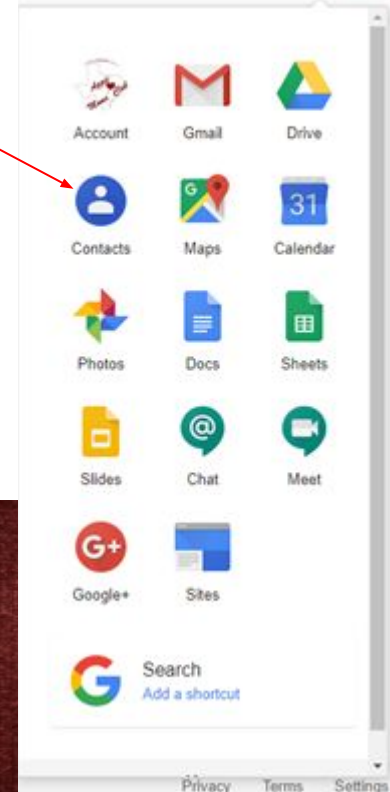
I'm Feeling Lucky

On the Google front home screen click  
on the  Icon in the upper right  
corner

# Google

Google Search

I'm Feeling Lucky



*From the drop down menu choose the  
Contacts*



*Icon*

 [Create contact](#)

 Frequently contacted

 Duplicates

Labels

2017 14

2018 16

2019 22

2019-2020 Officers 13

2020 10

2021 29

2023 11

 current member  

Other Aggie Moms 215

 Paypal

Name

Email

Phone number

Job title & company



Faust, Cindy

cindy.faust63@gmail.com

+12544820350

Kathryn



Fuentes, Lisa



Green, Judy



Hanes, Eva



Hankhouse, Shannon

Aaron

lan

We have our moms split up into a couple of different categories:

1. Other Aggie Moms- moms who were at one time members but are not any longer (they still get emails inviting them to participate in fundraisers)
2. Members- those who have paid memberships or are lifetime members but NOT officers
3. Officers- officers and appointed positions
4. Years- this is the year of the aggie associated with that mom. Some mom may be in members, 2019 and 2023- we do not send emails to these accounts often. Primarily for freshman moms, juniors to remind them of rings and seniors to remind them of graduation applications and cap and gown purchases.



Contacts

Create contact

202311

current members27

Other Aggie Moms216

Paypal

Create label

More

Other contacts

Settings

Send feedback

Help

Search

Name

Email

Phone number

Job title & company

Faust, Cindy

cindy.faust63@gmail.com

+12544820350

Kathryn

Fuentes, Lisa

Green, Judy

Aaron

Hanes, Eva

Hankhouse, Shannon

Ian

While on the main Contact page (not a group), use the left menu and scroll to “More”

More

and click on the down arrow to open more options

Contacts

Create contact

Import

Export

Print

Delegate access

Undo changes






Other contacts

Settings


Send feedback


Help

Search

Name	Email	Phone number	Job title & company	
 Faust, Cindy	cindy.faust63@gmail.com	+12544820350	Kathryn	
 Fuentes, Lisa				
 Green, Judy			Aaron	
 Hanes, Eva				
 Hankhouse, Shannon			Ian	


*From the new options that are available  
scroll down and select “Delegate access”*

 Create contact


 2020 10

 2021 29

 2023 11


 current members 27

 Other Aggie Moms 216


 Paypal


 Create label

^ More

 Import

 Export

 Print

 Delegate access

Name

Email

Phone number

Job title & company

⋮

FREQUENTLY CONTACTED



Parks, Roxanne

trianne@grandecom.net

+12547171463


Matthew



Perkins, Traci

traci.perkins@gmail.com



Adams, Marie 

Jacob



Hill, Linda (lifetime m




Faust, Cindy

Kathryn



Faust, Cindy



Burnett, Brenda 

jbzburnett@gmail.com

+12547226125

Zachery



Scott, Mary

mscott66@att.net

+12547162876

Delegate access

Delegates can view, edit, delete and create contacts. [Learn more](#)

You haven't given delegates access to your contacts yet

[Invite delegate](#)

[Done](#)



+ Create contact

📅 2020 10

📅 2021 29

📅 2023 11

📅 current members 27

📅 Other Aggie Moms 216

📅 Paypal

+ Create label

^ More

📁 Import

📁 Export

🖨 Print

🔑 Delegate access

↶ Undo changes

📁 Other contacts

Name

Email

Phone number

Job title & company

⋮

FREQUENTLY CONTACTED

 Parks, Roxanne

 Perkins, Traci

 Adams, Marie 👍

 Hill, Linda (lifetime m

 Faust, Cindy

 Faust, Cindy

 Burnett, Brenda 👍

 Scott, Mary

 Devers, Tracy

 Fangue, Britni

Invite delegate

✕

Type a name or email

b.fangue@ccc creationsusa.com

Matthew

Jacob

Kathryn

Zachery

 Create contact

📅 2020 10

📅 2021 29

📅 2023 11

📅 current members 27

📅 Other Aggie Moms 216

📅 Paypal

+ Create label

^ More

📶 Import

📶 Export

🖨️ Print

👤 Delegate access

↶ Undo changes

Name

Email

Phone number

Job title & company

⋮

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 Perkins, Traci

 Adams, Marie 🍷

 Hill, Linda (lifetime m

 Faust, Cindy

 Faust, Cindy

 Burnett, Brenda 🍷

 Scott, Mary

 Devers, Tracy


 ...

Invite delegate



wacomembership@

SEARCH RESULTS

 wacomembership@aggienetwork.com  
wacomembership@aggienetwork.com

Matthew

Jacob

Kathryn

Zachery



Create contact

2020 10

2021 29

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Burnett, Brenda

Scott, Mary

Devers, Tracy

Matthew

Jacob

Kathryn

Zachery

Invite delegate

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wacomembership...

Add a message










Send

Create contact

- 2020 10
- 2021 29
- 2023 11
- current members 27
- Other Aggie Moms 216
- Paypal
- Create label
- More
- Import
- Export
- Print
- Delegate access

Name Email Phone number Job title & company Labels

FREQUENTLY CONTACTED

	Parks, Roxanne	trianne@grandecom.net	+12547171463	Matthew	2019-2020 Officers 2019
	Perkins, Traci	traci.perkins@gmail.com			2019-2020 Officers
	Adams, Marie				Other Aggie Moms 2019-2020 Officers
	Hill, Linda (lifetime member)				current members
	Faust, Cindy				2019-2020 Officers 2020 current mem
	Faust, Cindy				
	Burnett, Brenda				2021 Other Aggie Moms 2019-2020 O
	Scott, Mary				Other Aggie Moms
	Devers, Tracy				2019-2020 Officers

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Delegates

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wacomembership@aggienetwork.com

Invite delegate

Done