

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	WacoMembership@aggienetwork.com	Members19!
	VP Fundraising	WacoFundraising@aggienetwork.com	
	VP Programs	WacoPrograms@aggienetwork.com	
	VP Special Events	WacoEvents@aggienetwork.com	
	Corresponding Secretary	WacoCorrespond@aggienetwork.com	
	Exam Packs	WacoExamPacks@aggienetwork.com	
	Scholarship	WacoScholarship@aggienetwork.com	
	Treasurer	WacoTreasurer@aggienetwork.com	
	Historian	WacoHistorian@aggienetwork.com	

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



Google



Google Search

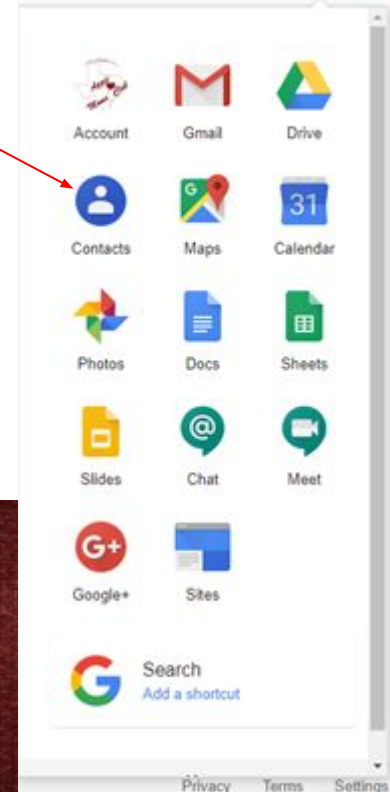
I'm Feeling Lucky

*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

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+

✕

Contacts

👤

Contacts

🕒

Frequently contacted

📄

Duplicates

^

Labels

📅

2017

14

📅

2018

16

📅

2019

22

📅

2019-2020 Officers

13

📅

2020

10

📅

2021

29

📅

2023

11

📅

current members

✎

🗑

📅

Other Aggie Moms

215

📅

Paypal

🔍

Search

⋮

The Association

🇸🇦

Name	Email	Phone number	Job title & company	⋮
<div></div>				

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

2023 11

current members 27

Other Aggie Moms 216

Paypal

Create label

More

Other contacts

Settings

Send feedback

Help

Name Email Phone number Job title & company

The Association

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

The Association

Name	Email	Phone number	Job title & company	

*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

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

Invite delegate

✕

Type a name or email

 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

⋮

FREQUENTLY CONTACTED

Invite delegate

✕

wacomembership@

SEARCH RESULTS



wacomembership@aggienetwork.com
wacomembership@aggienetwork.com

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

⋮

FREQUENTLY CONTACTED

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

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Delegate access

Name

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Labels

FREQUENTLY CONTACTED

Delegate access

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Delegates

 null
wacomembership@aggienetwork.com

Invite delegate

Done