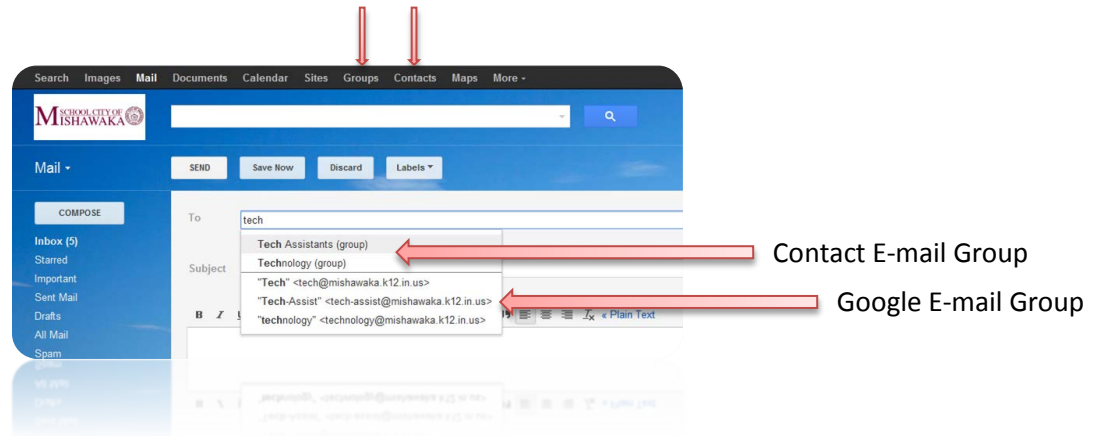# Google E-mail Groups

There are two types of e-mail groups, Google e-mail groups and Contact e-mail groups. The main differences between these groups are:

CONTACT E-MAIL GROUPS

These are groups you as an individual setup and maintain. Each person has their own groups no matter the names.

For example, Larry has a contact group called "techs" and Chris has a contact group called "techs", they are two different groups. Larry adds/deletes e-mail address to his "tech" group…this will not affect Chris's "tech" group in any way.

GOOGLE E-MAIL GROUPS

One person manages these groups, freeing everyone else from that responsibility. Everyone can use these groups. Other advanced options exist to turn these groups into discussions forums, etc. Please see Google's online help: http://support.google.com/groups/?hl=en

For example, Twin Branch has created "twin-branch-classroom-teachers". The school secretary has control of adding/deleting e-mail addresses from this group; however, anyone inside SCM can e-mail this group.

These custom Google e-mail groups will be maintained by their creators. So, if you believe you are missing from any of these groups, the best way to be added is to e-mail the group itself.