



CWRU Google Apps: Email

Google Email



webmail.case.edu

- View directly from webmail.case.edu
- View in email clients such as Outlook, Thunderbird or Mac Mail
- Top features include search and archive

Google Email

Webmail advantages:

- access email anywhere, from any device
- easy integration with other Google Apps
- labels
- filters

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Best practice recommendations for using a client:

- use IMAP server
- check webmail periodically for spam
- Use Google Apps Sync with Outlook 2010

Google Email

Demonstration: using webmail to GET ORGANIZED

- Composing and sending mail
- Using Labels
- Searching
- Archive, Inbox and All Mail
- Using Settings and Filters

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