New Communications Proposal Quick Start Guide

This is essentially a two step process:

FIRST, you need a Google Account for your password control and access to your personal Google Documents area. If you have GMail, you have an account already - skip this step.

Google accounts

You do NOT need a GMail email address. You just need an email address. *If you need a Google Account and don't want GMail*, go here:
https://accounts.google.com/NewAccount

Hint: whichever email address you use to receive email habitually everyday, that is probably the same one you want to enter on the Google Accounts 'Create an Account' page where it says "your current email address."   It need not be a GMail account. It could be johndoe@yahoo.com. You're simply using that to sign-in ─ you're not transferring your account or anything. If you use your accustomed email address, then you'll be able to receive and send group email from that same email address. If you don't want email, you set that in 'Edit my membership' at the Groups site.

After you are logged in with your account, you can write and save a letter or test document here:
https://docs.google.com

Your access to Google Documents is key to this proposal because the coordinator will only share the package with you via Google Documents. You get 1GB of storage; yet, online created documents will not count against that storage.

Here is a video tutorial of creating a Google Account
WAIT video must be outdated. URL above is better for new accounts.

Yes, it may be a hassle to you to sign-in, but this is similar to the past when you signed-in to a site to download the letter package or typed a password to open a PDF file. In this case, it is not a shared password, but you are creating your own. You can change it as needed or forget it and securely request a new one.

NEXT, "apply for membership" with our private Google Group at:
http://groups.google.com/group/peacecorpslesotho86

Google groups This will allow anyone in the group to communicate with the whole group by just emailing one group email address; and, it will get to your inbox even if you changed your address 5 times in the last 3 months. This is how you will control your email address and email preferences. It is a place, other than your email inbox, you can see all the group communications throughout the year. You can send messages from there too. Depending upon the preferences of the letter package coordinator, notification of the package readiness may reach the Group members weeks earlier than others.

SUPPLEMENTAL INFORMATION

The Google Account is simply an authentication mechanism.
Login authentication is nothing new for us, in order to download/read the package in the past we needed a password. The Google Account also allows you to open and read the letter package. Unlike before, authentication with a Google Account could be used seamlessly year-after-year. In addition, the Google Account allows you to:
- create your own memorizable password
- change the password as needed.
- request a new password if you forget it.
- access your Documents area: where you can create, upload, share and store documents
- get set up with the group so that you can: send and receive email to/from our one Group email address and access the Group site.
- set up online image galleries or private image banks if desired (Picassa)
- easily coordinate or administrate things for the group if desired
- etc.

How to get a Google Account
SEARS - same email address that you want to receive and send email to the group with.
To get a Google Account *all you need is* a password and your email address. For the email address during account creation use the SEARS.
- You do not get a GMail account with this account creation process nor do you need one for anything regarding this proposal.
- Using your SEARS for the email will allow you to receive and send email to the group, open the letter package or other shared documents linked from an email.
- If your SEARS is GMail, do not create a Google Account - you're all set up.

Group members have the ability to edit this document.