## Extracting EVUSA Club email addresses from EVUSA Website

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Club managers will wish to email potential competition attendees about their competitions, as one method of publicizing the competitions.

Also, by EVUSA Bylaw, for Recognized Competitions, competition management is **required** to notify all EVUSA-Registered Clubs in their Region about their competition.

This script illustrates how to use the EVUSA website to access the most up-to-date information about Registered clubs and to extract their email addresses, using either a Google Sheets spreadsheet or Excel.

Follow along with this video, which shows all these steps.

## Step 1: obtain club information from the EVUSA website

- Browse to equestrianvaulting.org and log in with your EVUSA username and password.
- You will land at *inside.equestrianvaulting.org*, where you can select Directories > Find A
- If you want only the clubs in a specific Region, then select that Region in the "Select a Region" filter.

## Step 2: prepare your spreadsheet

• Open either a Google Sheets spreadsheet or an Excel spreadsheet.

## Step 3: Copy club info from EVUSA website into your spreadsheet

- Back on the list of clubs, select all the text on the page with either
  - Edit > Select All, then Edit > Copy, or do the same thing with shortcuts:
  - o Ctrl-A, Ctrl-C
- Back to your empty spreadsheet. Place your cursor on block A1, and either:
  - o Edit > Paste. or
  - Use the shortcut Ctrl-v

This will give you a disorderly-looking set of data like this:



Step 4: Add the email extraction formula to a top cell

Into cell D1 (it doesn't really matter which cell, as long as it's the top one in a column), paste this formula exactly:

- For Google Sheets: =iferror(Regexextract(A1,"[A-z0-9.\_%+-]+@[A-z0-9.-]+\.[A-z]{2,4}"),"")
- For Excel: =IFERROR(TRIM(RIGHT(SUBSTITUTE(LEFT(A1,FIND(" ",A1&" ",FIND("@",A1))-1)," ",REPT(" ",LEN(A1))),LEN(A1))), "")
- Note for spreadsheet junkies: these may not be the best formulas, but they're ones I
  found which seem to work.
- The cell will stay blank-looking, because it is designed to look only for email addresses, and there is no email address in cell A1.

Step 5: Copy the formula down to the end of the data

Either grab the lower-right corner of your formula cell and drag it down:

	Α	В	С	D	E	F
1	The picture can't be displayed.					
2	Your Account					
3	<b>EVUSA Website</b>					
1	<u>Directories</u>					
5	Find A Club	)				

Or, highlight the whole column with your formula cell and Edit > Fill > Down:



Copy and paste the email addresses into an empty email

Please see the video. You should just be able to copy all the cells with an email address into an email header.