

How to Find Group Membership in Google Apps

Blue Ridge's Google Apps has a functionality called "Google Groups" that encompasses shared e-mail accounts and distribution lists.

To access Google Groups membership lists:

1. Login to your Google Apps account
2. Click "Groups" in the upper left-hand corner of the e-mail client web page located above the BRCC logo
3. Click "Browse all groups"
4. Click "Sort by" on the right side of the page and change from "Ranking" to "Group Name"
5. Find the group whose membership you wish to view
6. Click on the name of the group
7. Click "View Members" on the right side of the page to see a listing of the group's members