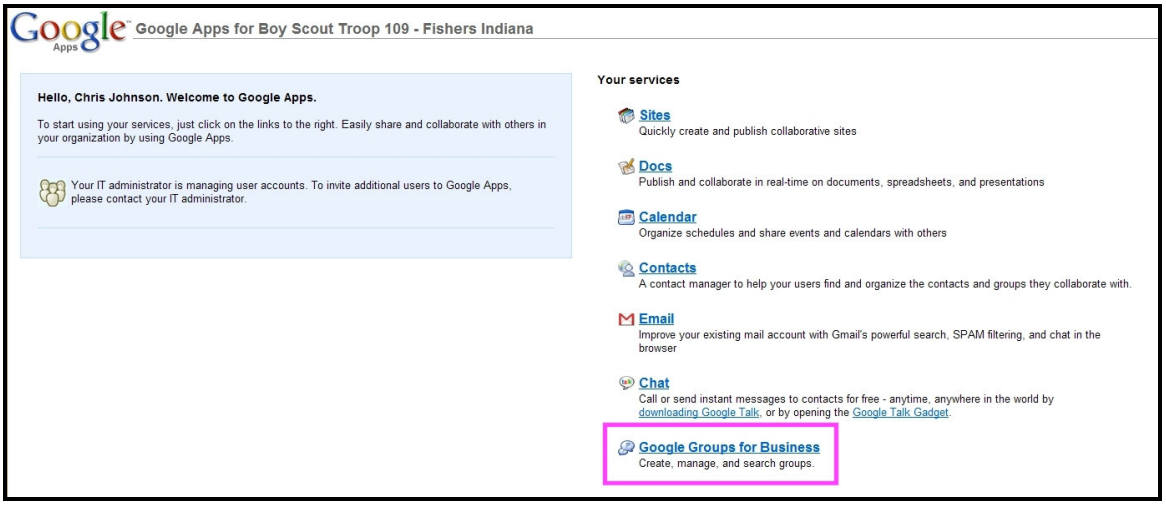
Modifying the Troop Group Email Address

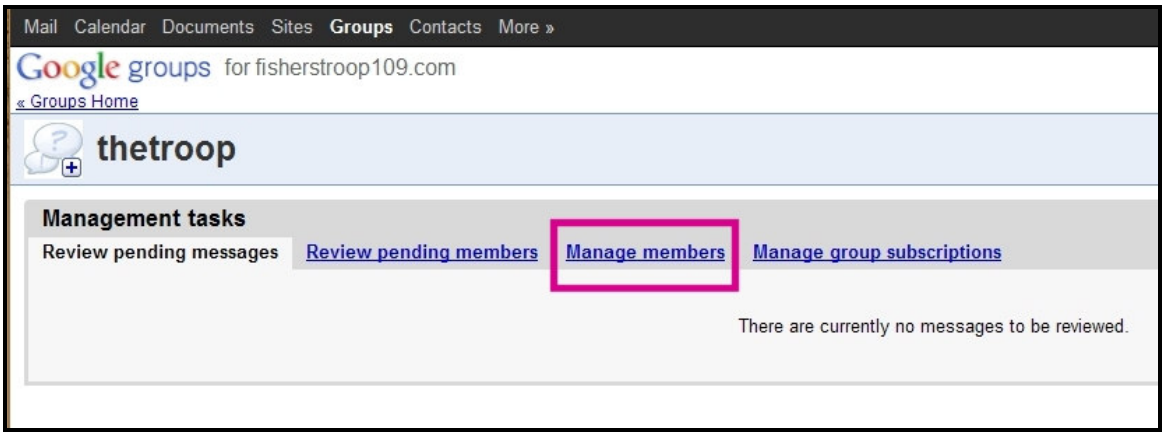
1. Log on to the troop Google apps site using your fisherstroop109.com user: http://www.google.com/a/fisherstroop109.com

2. Click on *Google Group for Business*

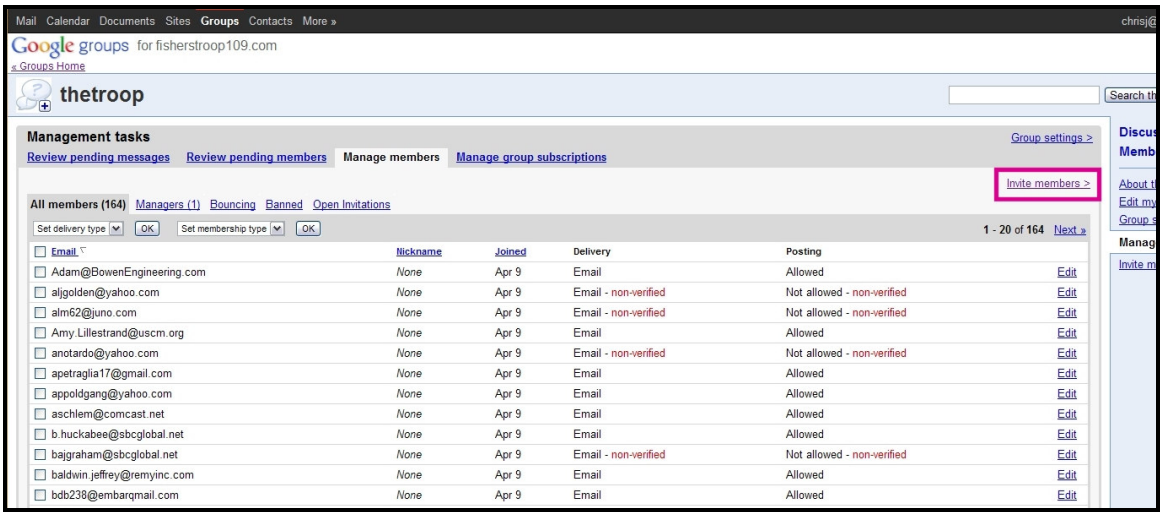


3. Click on the *manage* link next to the *thetroop* group.

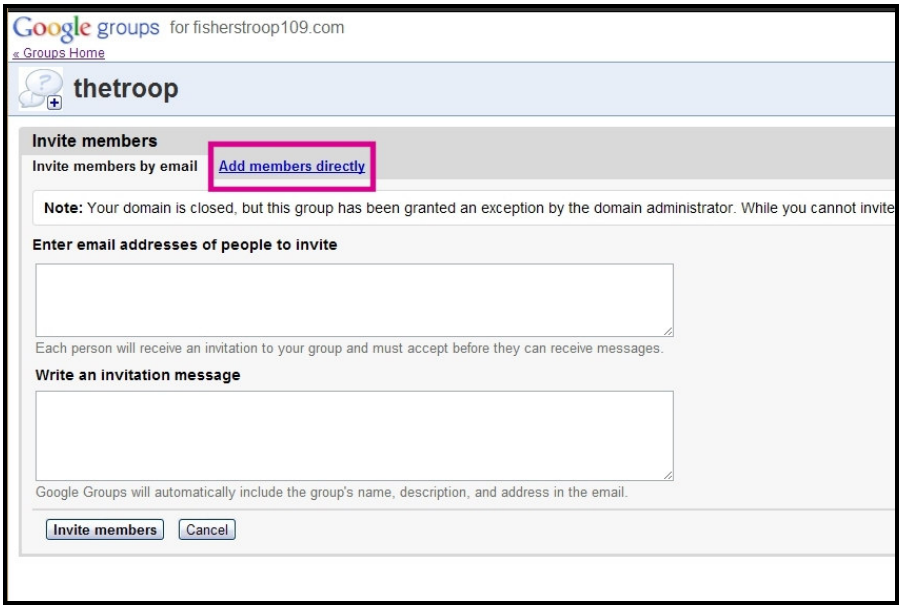
4. Click on *Manage members*



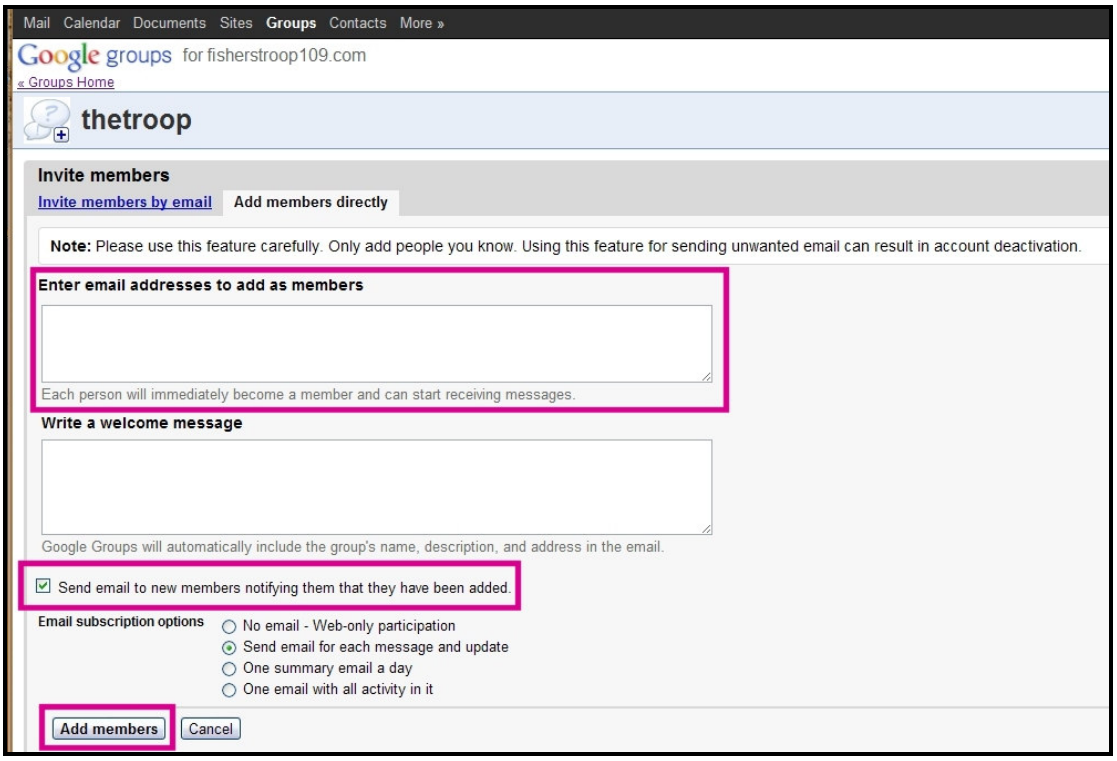
5. Click on *Invite members* >.



6. Click on *Add members directly*



7. Enter the email address of the user(s) to add. I think you can add up to 20 addresses at one time. I entered each on it's own line. You may be able to add multiple addresses by separating them with commas also, I'm not sure.

   Determine if you want to send an email to the added user(s) and check the *Send email to new members notifying them that they have been added* checkbox accordingly.

   Then click on the *Add members* button.