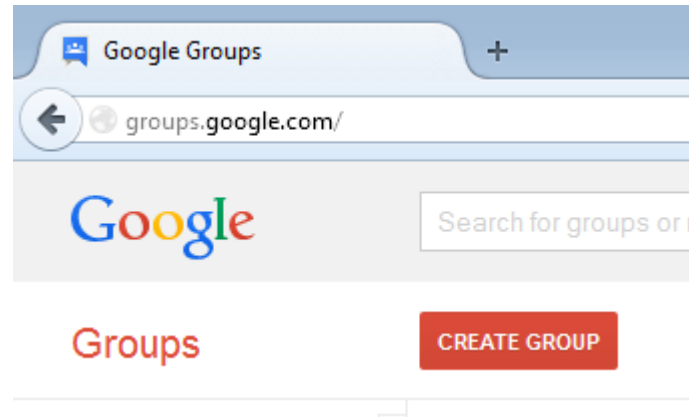


Google Groups

- Free
- Easy to set up, use, maintain
- No software to learn

Google Groups

- Create a group



- Creator needs free Google account

Setup

Group name

Highlands Neighborhood Association

Group email address

kirklandhighlands

@googlegroups.com

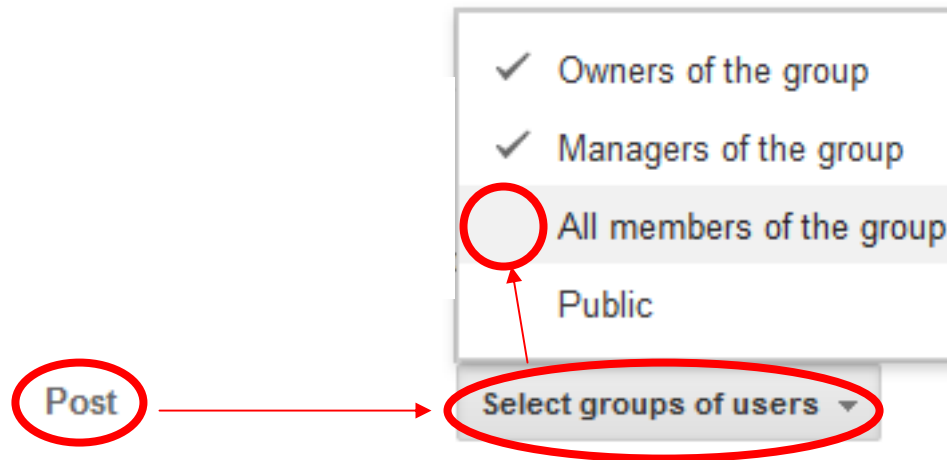
<https://groups.google.com/d/forum/kirklandhighlands>

Group description

Highlands Neighborhood Association, Kirkland WA

Setup

- Use defaults, except:




Email Options


- Use defaults, except:


Subject prefix

This text will be added to the subject line in email notifications for all messages posted to the group.

HNA:


From Karen Story 

Subject  HNA: Project voting results

To kirklandhighlands@googlegroups.com 

Post replies

Replies to posts can be sent to a custom email.

To the author of the message only 

Email footer

Display how to post to this group by email.

Add members

Groups

Highlands Neighborh

▼ Members

All members

Invite members

Direct add members

Outstanding invites

Join requests

Enter email addresses to add as members

email1, email2, email3, email4...

Separate email addresses with commas. Each person will immediately become

Write a welcome message ?

Welcome to the Highlands email list!

Email subscription options

- No email:** web-only participation
- Abridged Email:** one summary email of new activity per day
- Digest Email:** up to 25 full new messages in a single email
- All Email:** send each message as it arrives

Posting Permission



Manage Members · About

← Members Banned Bouncing Actions Find members

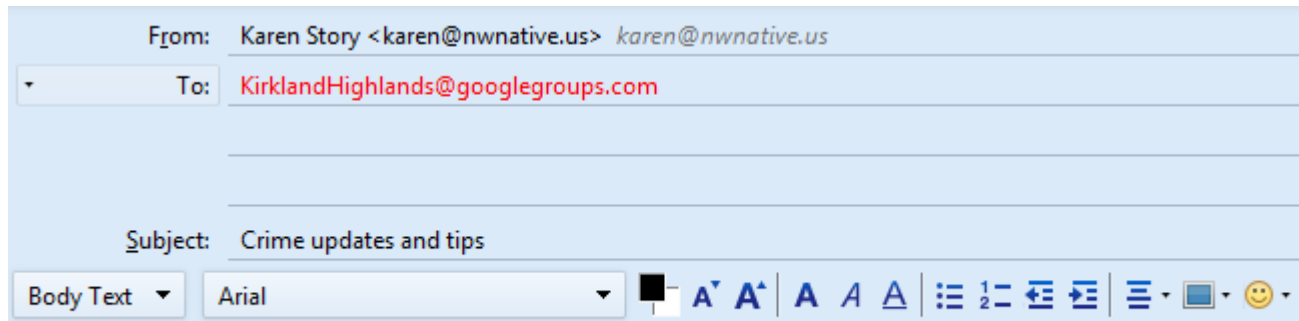
Showing **Members** matching 'Karen Story' [Change](#) [Clear](#)

<input checked="" type="checkbox"/>	Display name ▲	Role
<input checked="" type="checkbox"/>	Karen Story	Owner

- Add to role ▶
- Remove from role ▶
- Remove from group
- Ban
- Change delivery setting ▶
- Set posting permission ▶**

Send Email

- From your email app or from Google Groups




A screenshot of an email composition window. The 'From' field contains 'Karen Story <karen@nwnative.us> karen@nwnative.us'. The 'To' field contains 'KirklandHighlands@googlegroups.com'. The 'Subject' field contains 'Crime updates and tips'. Below the subject field is a rich text editor toolbar with options for text color, font size, bold, italic, underline, bulleted list, numbered list, link, unlink, indent, outdent, background color, and emoji.

As you all know, 'tis the season for crime (it always goes up during the holidays).







View and Search Topics

Highlands Neighborhood Association Shared publicly

30 of many topics 

About 

Welcome to the Highlands Neighborhood Association!

-  **Minutes** 405 tolls, Pool, Parkplace
By Karen Story - 1 post - 3 views Jan 23
-  Cross Kirkland Corridor Celebration Jan. 31
By Karen Story - 1 post - 0 views Jan 23
-  Kirkland Volunteer Opportunities
By Karen Story - 1 post - 3 views Jan 22
-  Jan 21 meeting: 405 Tolls, Pool, Parkplace
By Karen Story - 2 posts - 7 views Jan 21
-  New Recycling Programs, Green Kirkland opportunity on MLK Day and Kirkl...
By Mari - 1 post - 0 views Jan 15
-  Volunteers NEEDED to "undecorate" Kirkland today!
By Karen Story - 1 post - 0 views Jan 10