How do I access the global directory in Gmail?

Tell Me

There are two ways you can access the global directory in Google:

1. In Google Contacts:
   1. Log into your University Google Mail
   2. Click the grid icon in the top right, next to your name
   3. Click on More at the bottom
   4. Select Contacts
   5. On the left side, click Directory

2. In the To field of an email:
   1. Log into your University Google Mail
   2. Click COMPOSE to create a new email
   3. Click on the To label for the To address field
   4. Go to the drop-down list on the left labeled My contacts and select Directory

Related FAQs

- Is there a limit (quota) on the number of Gmail messages I can send?
- Email Alias
- How do I search for emails from someone who has a regular email address and an alias?
- How do I setup my Gmail alias on an iOS device?
- How do I setup my University signature in Gmail?