How can I tell the difference between an employee and a student in the Global Address List (directory) in Gmail?

Tell Me

1. In the top left, click Mail
2. Select the Contacts option
3. Along the left, select the Directory option
4. Search for the person you want to find, when you double click their name you should see a profile
5. Under the Description field, you will see if someone is a Faculty/Staff or Student

Info

You can also tell, at a glance, if someone is an employee because their phone number will be listed in the directory listing. Student phone numbers are not shared.

Related FAQs

- What types of Generic Accounts are available for Gmail at UNC Charlotte?
- How do I request a generic email account?
- How do I snooze an email and what are the settings in Gmail?
- How do I turn on/off conversation view for my Gmail?
- Where did my Contacts go in the new Gmail interface?