**What is a UNC Charlotte Google Group (name-group@uncc.edu)?**

**Tell Me**

1. There are 2 types of Google Groups
   a. Normal - groups created by request, membership maintained manually
   b. Dynamic - membership maintained by Banner data
      i. Dynamic groups are available for all departments
      ii. A few large dynamic groups are also available for use by key people to send to all faculty, staff or students

2. A Google Group contains members that share a common interest e.g. classmates, project teams, or study groups
   a. Emails can be sent to a Google Group
   b. A Google Group can be used for discussion forums arranged by topics
   c. A Google Group can have a collaborative inbox set up
   d. A Google Group can be invited to meetings in Google Calendar
   e. Google drive files can be shared with a Google Group

3. Each Google Group has a unique e-mail address and contains -group in the username (e.g., username-group@uncc.edu)

4. See this FAQ to learn about logging into a Google Group
5. See this FAQ to request a Google Group

**Related FAQs**

- How do I bulk add members to a Google Group?
- How do I change the permissions in my Google Group to allow me to direct add members?
- What settings should I review first when I get a new UNC Charlotte Google Group?
- What are the default settings for a UNC Charlotte Google Group?
- How do I request a Google Group?