Setting up Apple Address Book for Google Apps

The following document will take you through the steps of setting up Apple Address book to connect with your new Google Apps account. The Apple Address Book does not sync directly with Google Apps. Therefore, we provide some recommendations on how best to keep this information in sync.

Before beginning this setup you should be sure you have logged into Google Apps for the first time and have created a new password.

Address Book

Before looking into syncing options for your contacts, please read about <u>Google Contacts</u> in the separate documentation. The recommendation is to make Google Contacts your master contact list and sync your iPhone and Address Book with those contacts, but you should consider this before you move forward.

As mentioned above, there is no automatic syncing between the Address Book and Google Contacts. While newer versions of Address Book have the option to sync with Google, this service doesn't work very well (it doesn't transfer all information and doesn't seem to by a two-way sync at all times). There are a few options available below and you can determine which best suites your needs.

• Spanning Sync

- o http://spanningsync.com/
- This is by far the best option for syncing your address book with Google Apps. The base price is \$25 per year or a one-time fee of \$65. You can find coupon codes at http://spanningsyncdiscountcodes.com/ that will reduce the price to \$20.
- While not every piece of data (i.e. custom fields used in Google Apps) is synced with this service, the
 most important information is available. The sync can happen every 10 minutes and will provide your
 best option for keeping your iPhone, Google Apps, and Address Book consistent.
- $\circ\quad$ They have a free trial version that you can use

• Syncman

- o http://wateree.net/syncman/
- This is a free service that provides one-way and two-way syncing between Address Book and Google Contacts. While email addresses will transfer directly, the home and work postal addresses do not always come through as expected. If all you want is current email addresses from Google Contacts, then this is the best option for you.

• iTunes Sync

- If you are syncing your iPhone to Google Contacts, then you can sync your Address Book to your iPhone by using iTunes.
- This is not as seamless as Spanning Sync and also causes some issues in keeping Address Book and Google Contacts consistent with each other. In addition, the sync will only occur when you connect your iPhone to your computer (whereas Spanning Sync does not require this)