

Bulk mail in Gmail

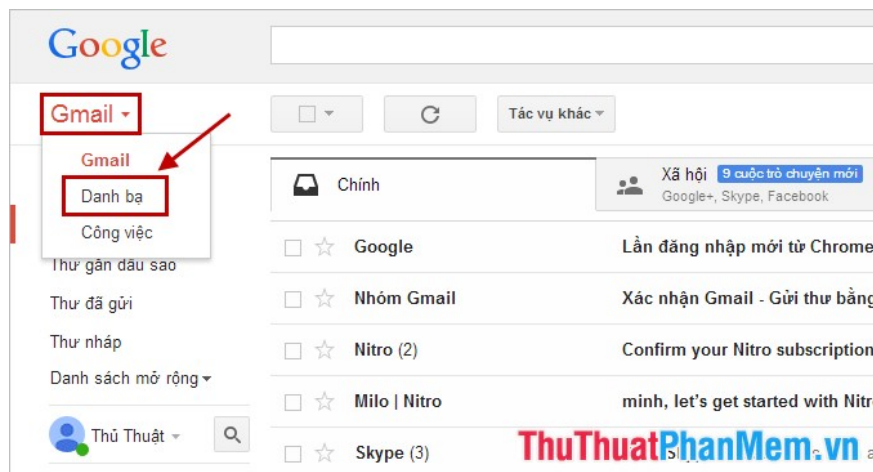
When you send the same content mail to many people, the re-writing the message content will take a lot of time, if you are using gmail, you can use the mass mailing feature by creating a Gmail list contact .

When you send the same content to a lot of people, the message editing will take a lot of time, if you are using gmail, you can use the mass mailing feature very well.

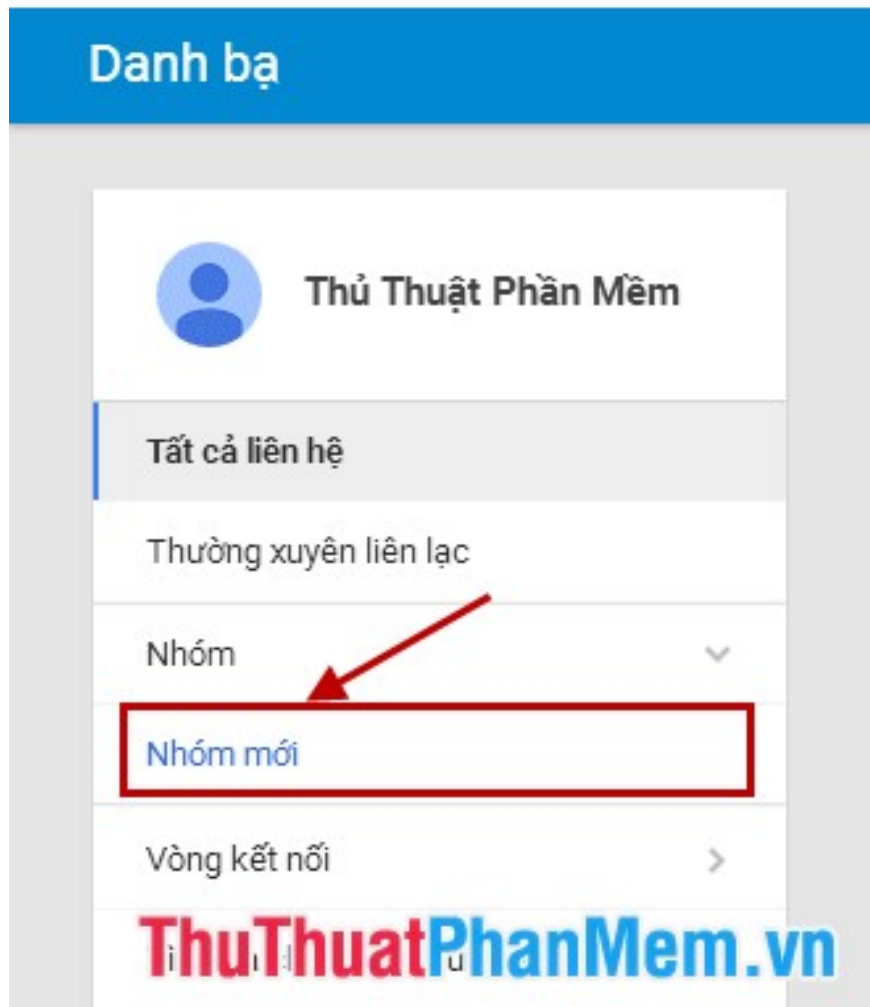
The following article shows you how to send bulk mail by creating a Gmail list contact.

Step 1: You need to visit <https://mail.google.com/> and access your gmail account.

Step 2: Click on the word Gmail on the left and select **Contacts** .



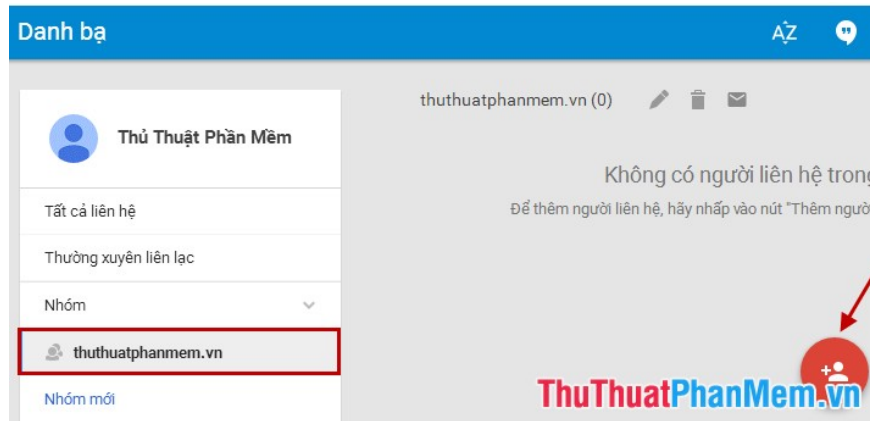
Step 3: You select **Groups** -> **New groups** to create groups.



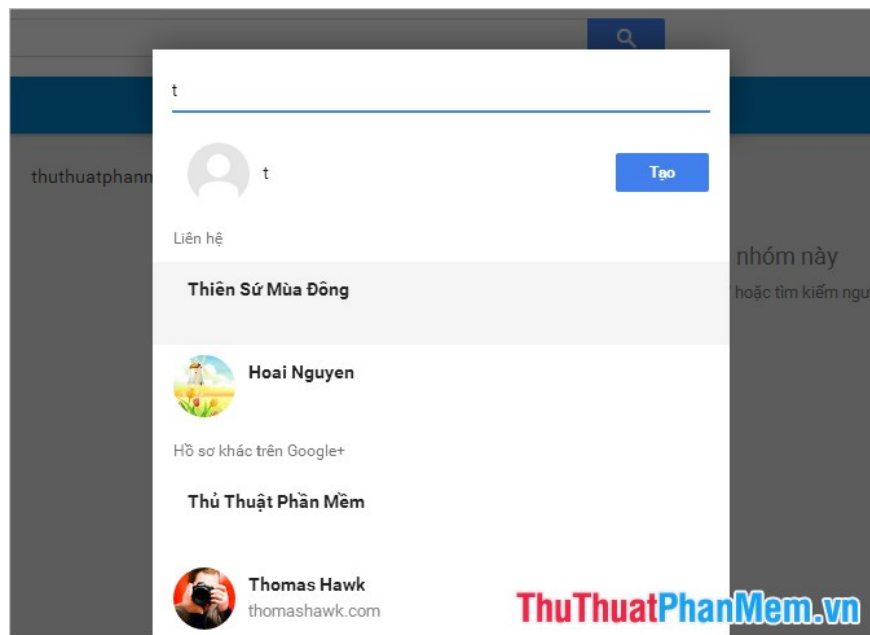
A new group dialog box appears, enter a group name in the box and then click **Create group** .



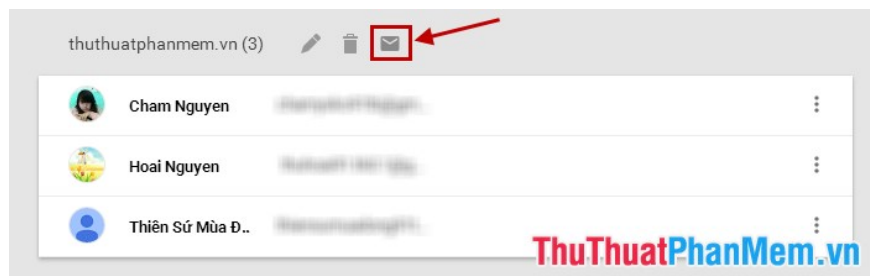
Step 4: After you create the group, the group name will appear in the **Group** , you click on the **Add people** icon to add contacts.



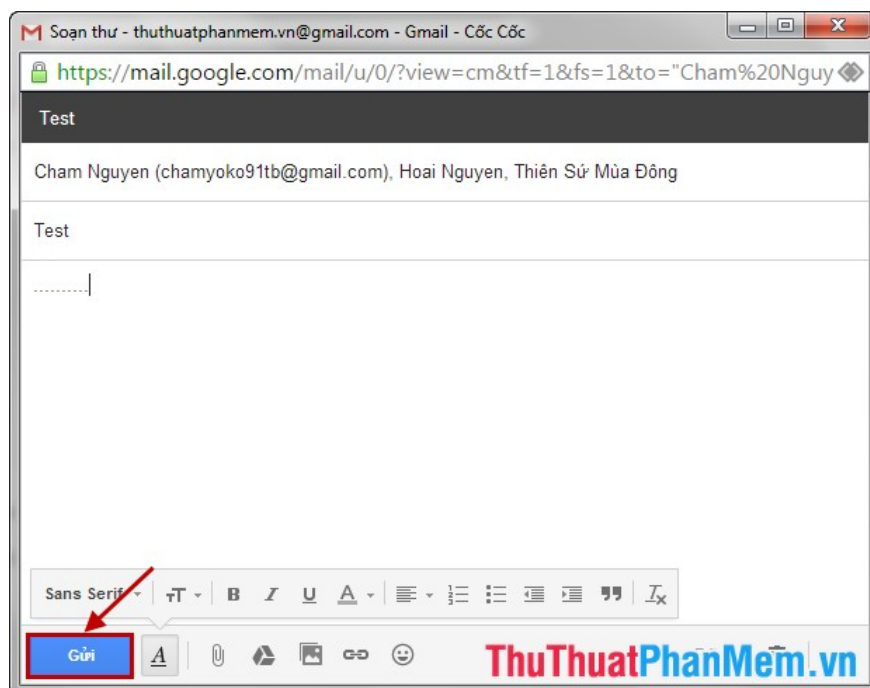
You find and add gmail to the group.



Step 5: After adding the gmail addresses to send mail, click on the email icon.



The email interface appears, enter the **Subject** and Email **content** and click **Send** , so you have sent a series of emails using the contacts group in Gmail.



So you sent a series of mail by creating a Gmail list of contacts, next time if you need to send you directly to the group created to send. You will save a lot of time for sending mail to many people. Good luck!

You finished reading the article "**Bulk mail in Gmail**" edited by the [TipsMake](#) team. We hope this article has provided you with many useful tech tips and tricks. You can search for similar articles on tips and guides. Thank you for reading and for following us regularly.