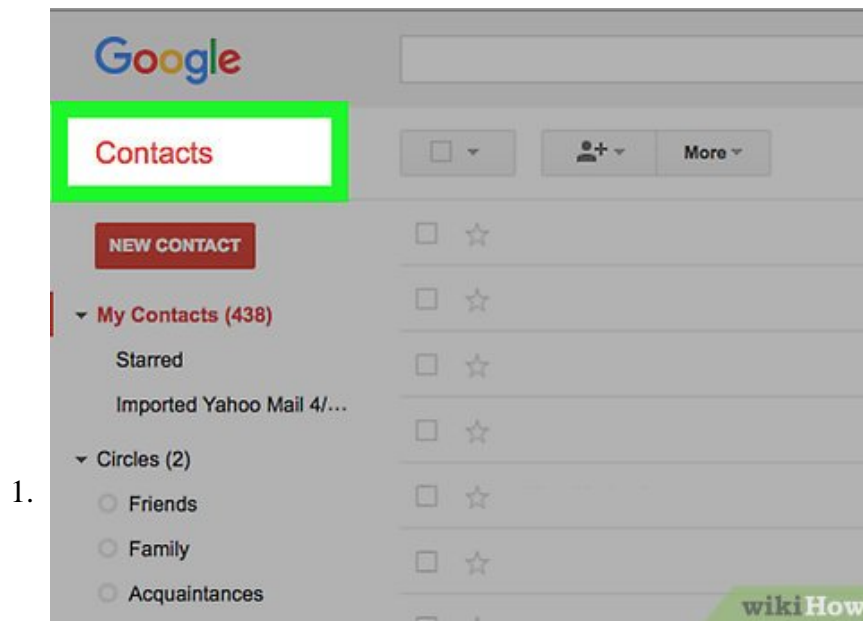


# How to Open VCF Files

This wikiHow teaches you how to add contacts to your email account by opening a VCF file. VCF files, also known as 'vCard' files, store contact information that can be read and imported by email services such as Gmail, iCloud, and Yahoo,...

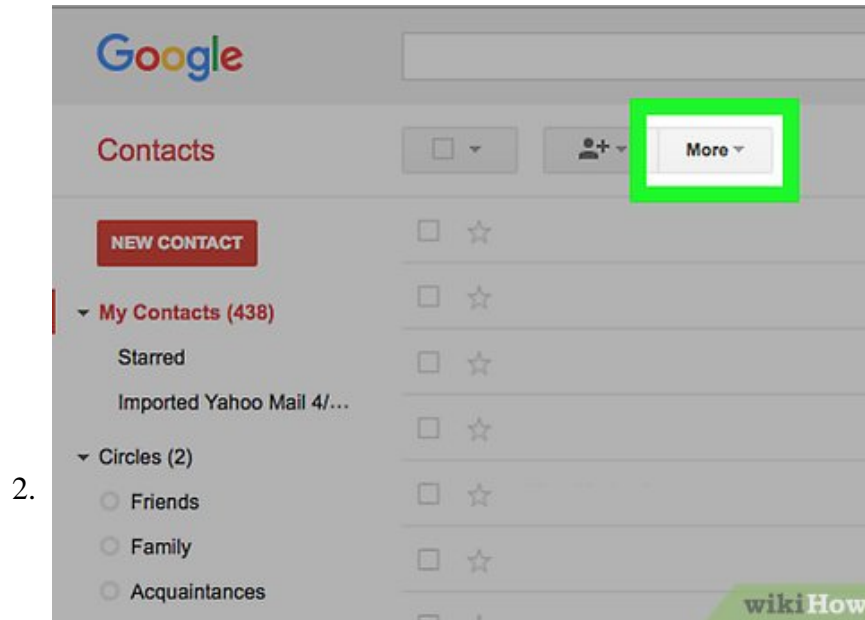
Method 1 of 4:

## Using Gmail

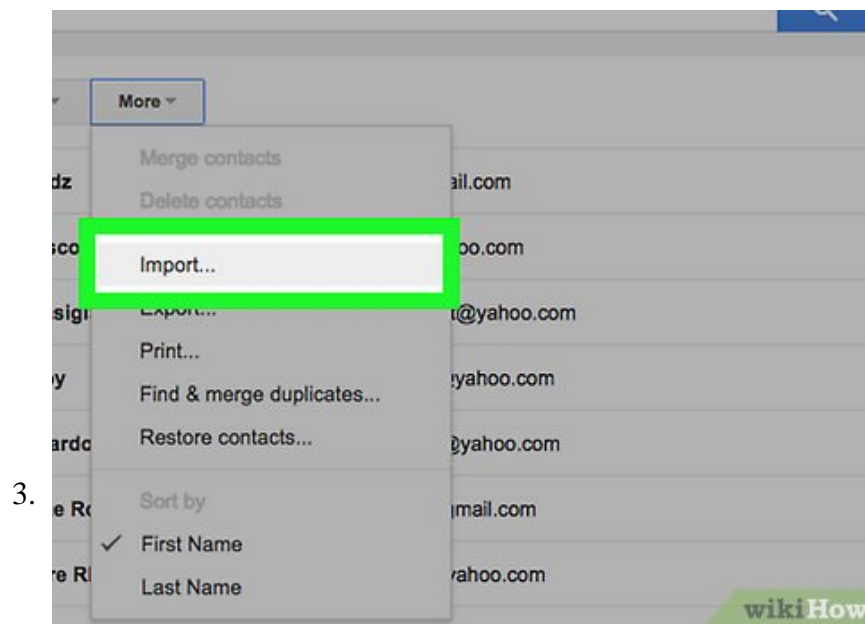


**Open your Google Contacts page.** Go to <https://contacts.google.com/> in your computer's web browser. This will open a list of your Gmail contacts if you're logged into your Google Account.

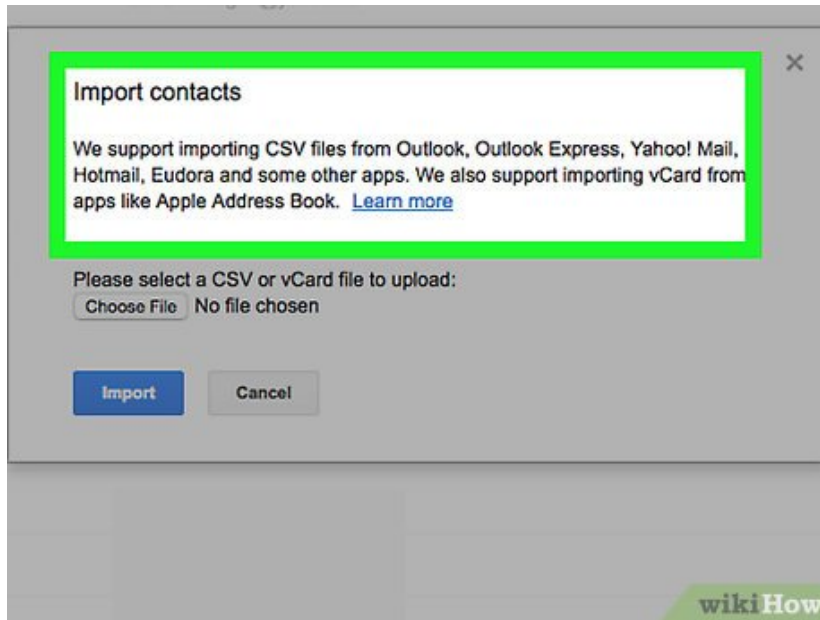
1. If you aren't logged in, you'll need to enter your Gmail address and password when prompted before proceeding.
2. If the Google Contacts page that opens isn't the correct one, click your profile icon in the top-right corner of the page, then select your account from the resulting drop-down menu. If you don't see your account, click **Add account** and enter your email address and password to log in.



Click **More**. It's on the left side of the Contacts page. Doing so prompts several options to appear below the **More** heading.

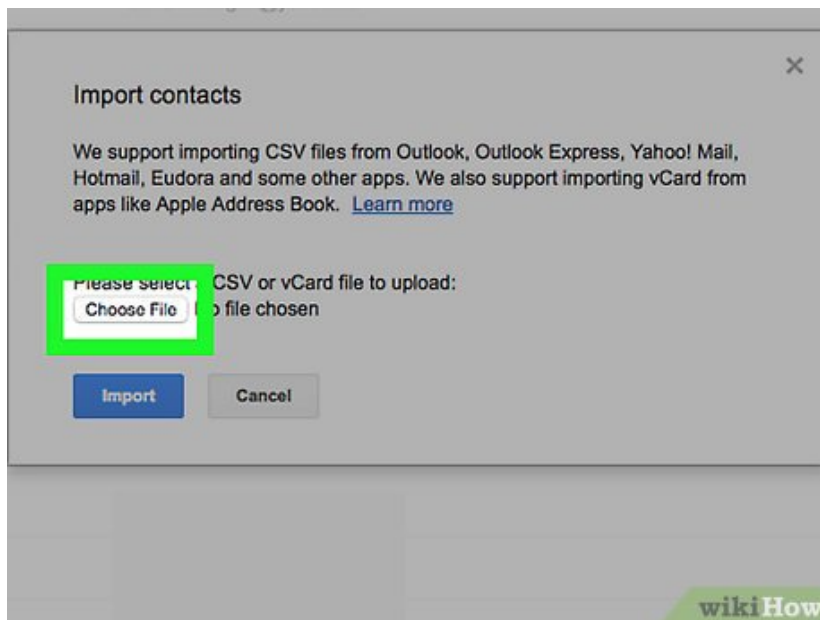


Click **Import**. This option is below the **More** heading on the left side of the Contacts page. A pop-up window will open.



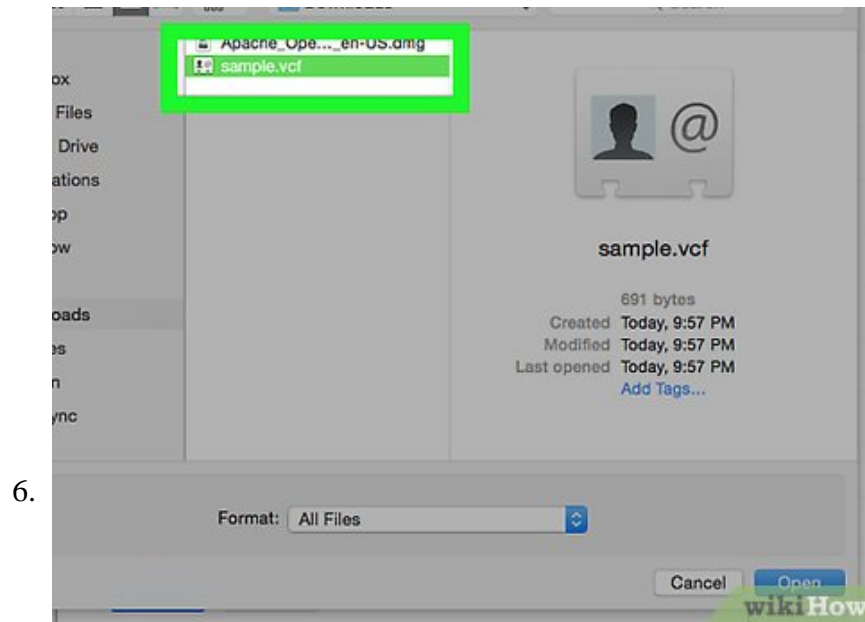
4.

Click **CSV or vCard file**. It's at the bottom of the list of options.

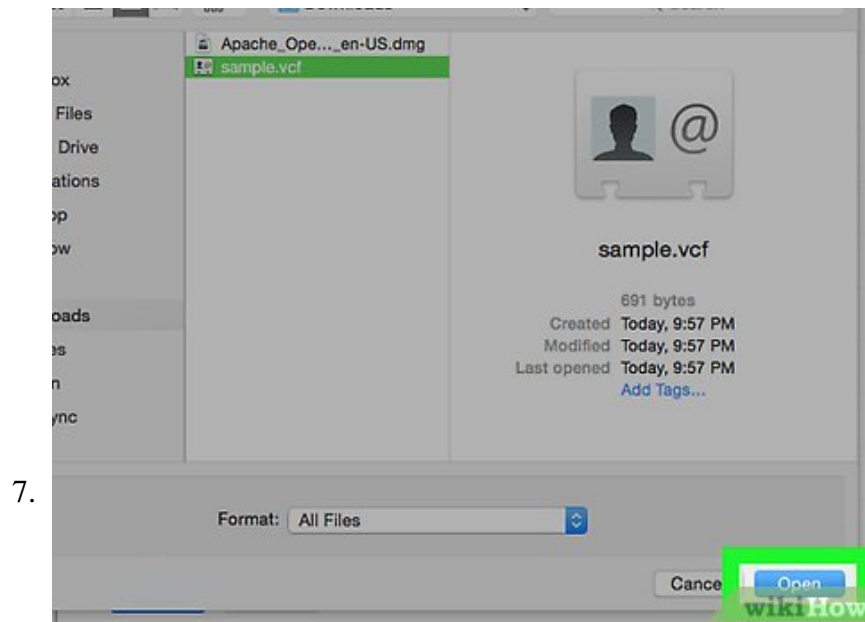


5.

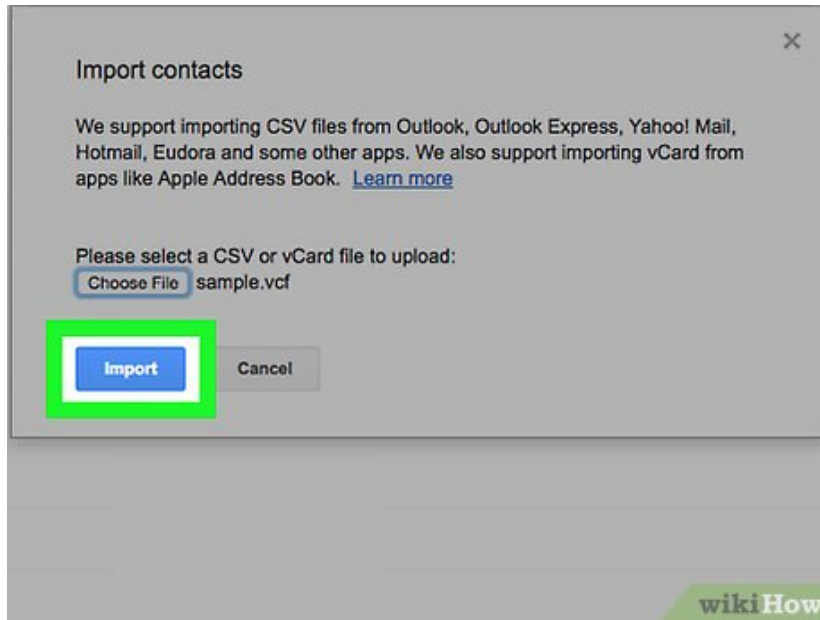
Click **SELECT FILE**. You'll see this blue button in the pop-up window.



Select your VCF file. Click the VCF file you want to open in Gmail.



Click **Open**. It's in the bottom-right corner of the window. Doing so uploads the file.

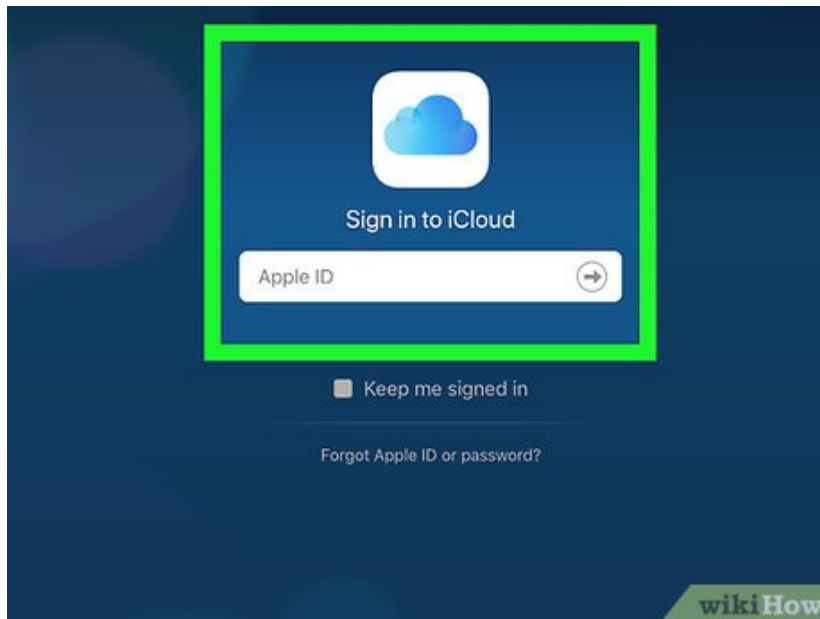


8.

Click **IMPORT**. This option is in the pop-up window. Your VCF file's contacts will immediately be added to Gmail.

Method 2 of 4:

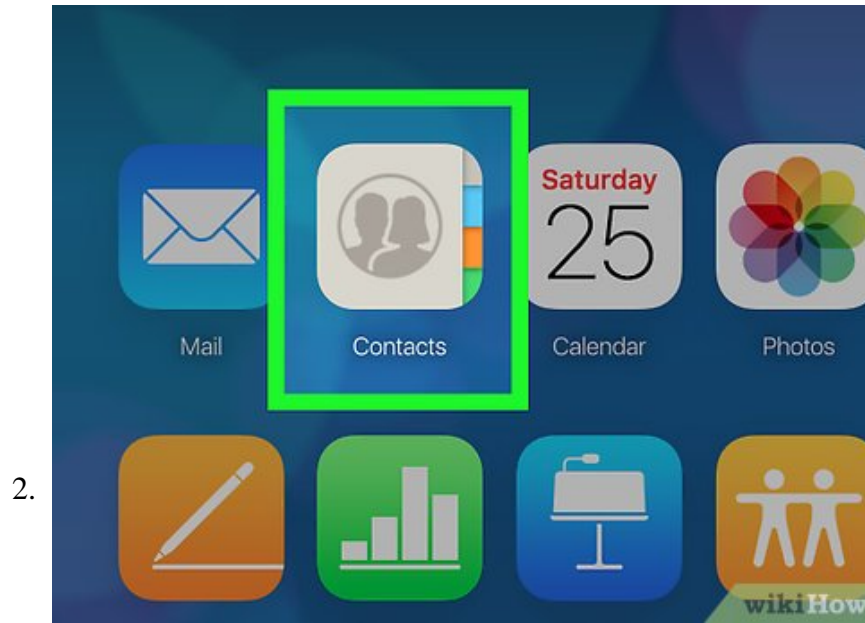
## Using iCloud



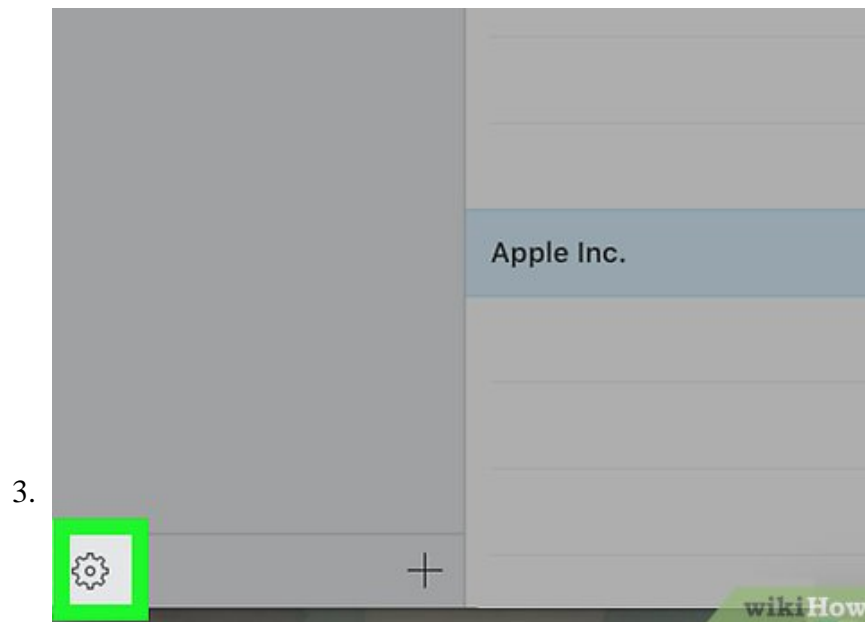
1.

**Open iCloud.** Go to <https://www.icloud.com/> in your computer's web browser. This will open the iCloud dashboard if you're logged in.

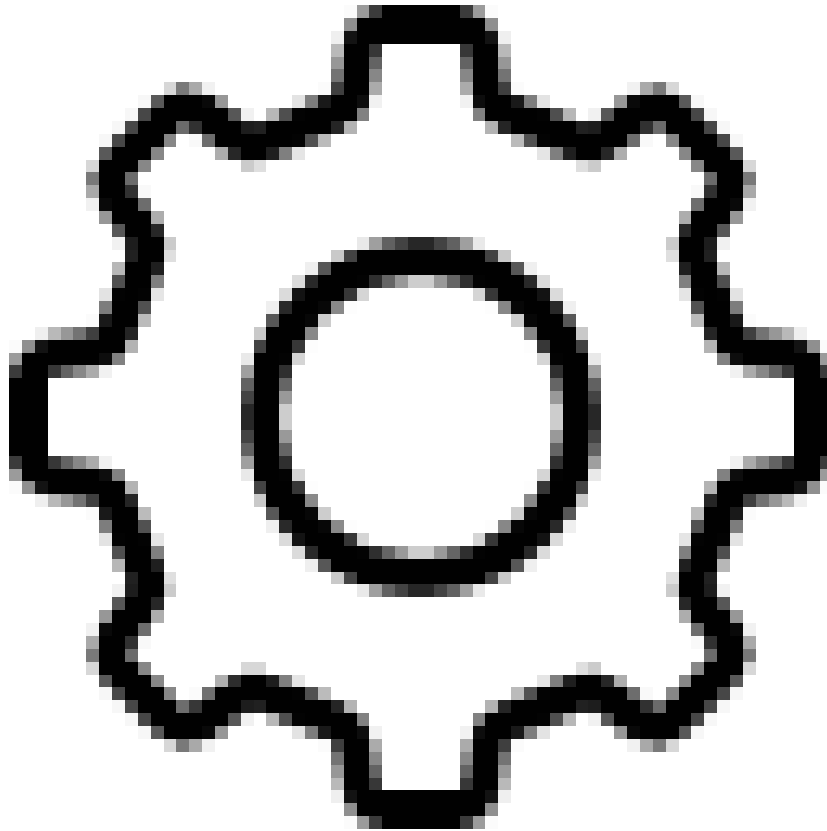
1. If you aren't logged in, enter your email address and password when prompted.



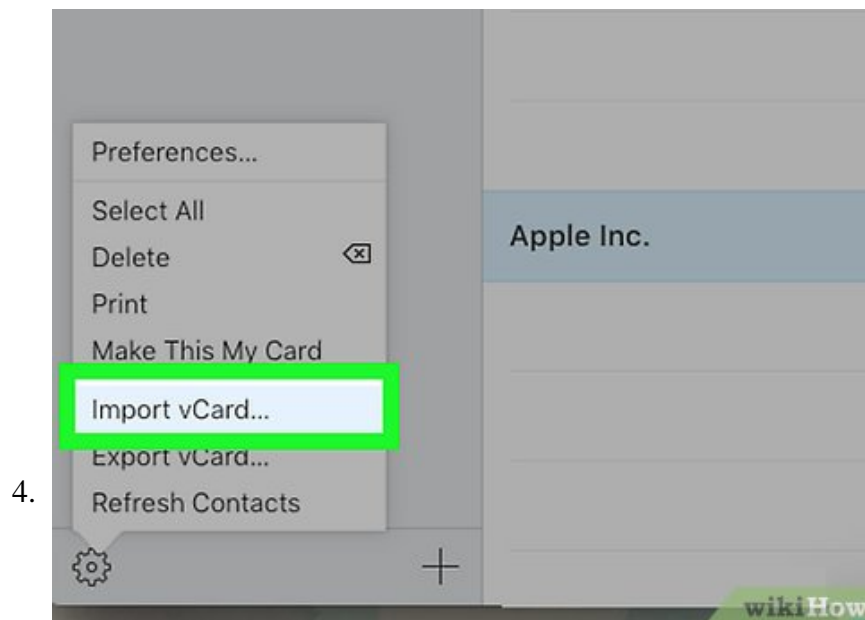
Click **Contacts**. It's in the top row of dashboard options. Doing so opens a list of your contacts.



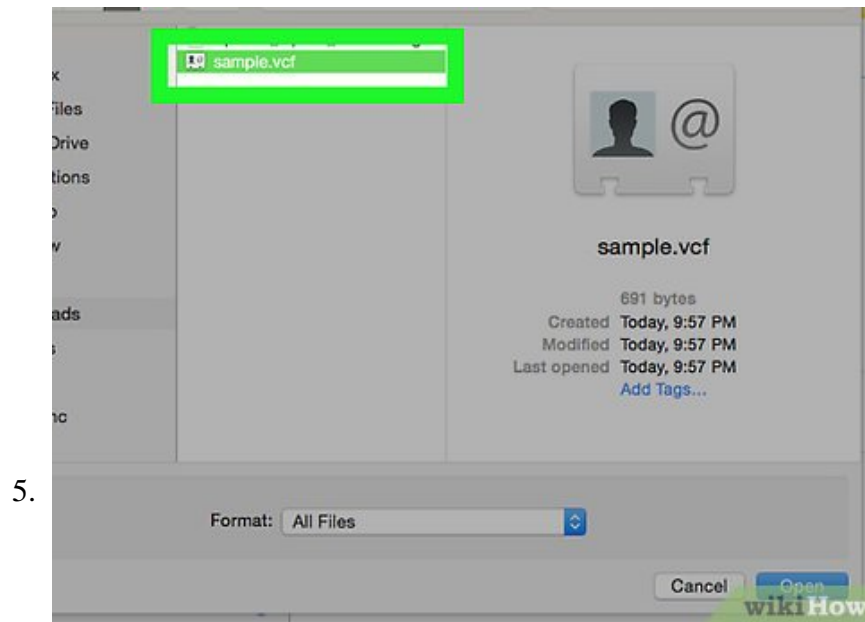
Click the "Settings"



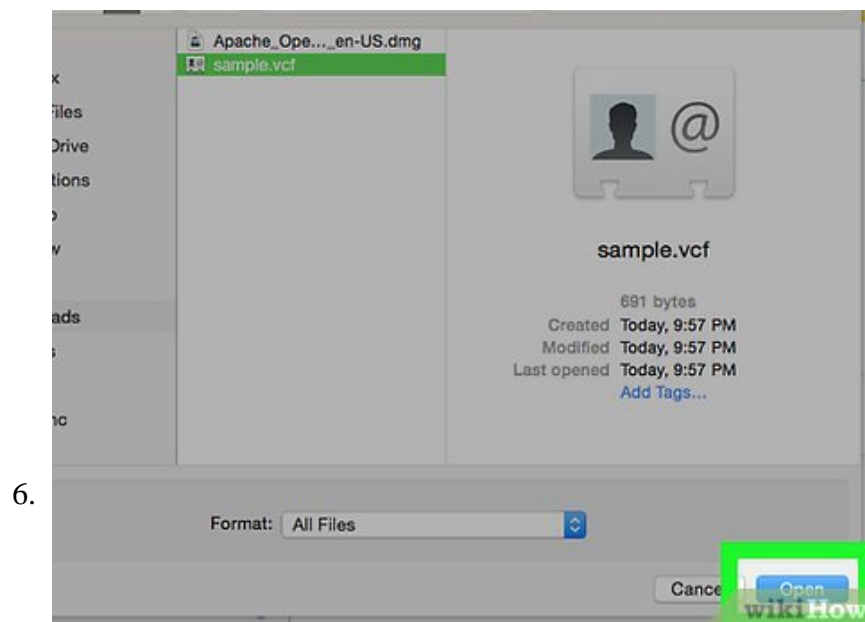
**gear.** This is in the bottom-left corner of the window. A pop-up menu will appear.



Click **Import vCard...**. You'll find this option in the pop-up menu. Clicking it opens a File Explorer (Windows) or Finder (Mac) window.



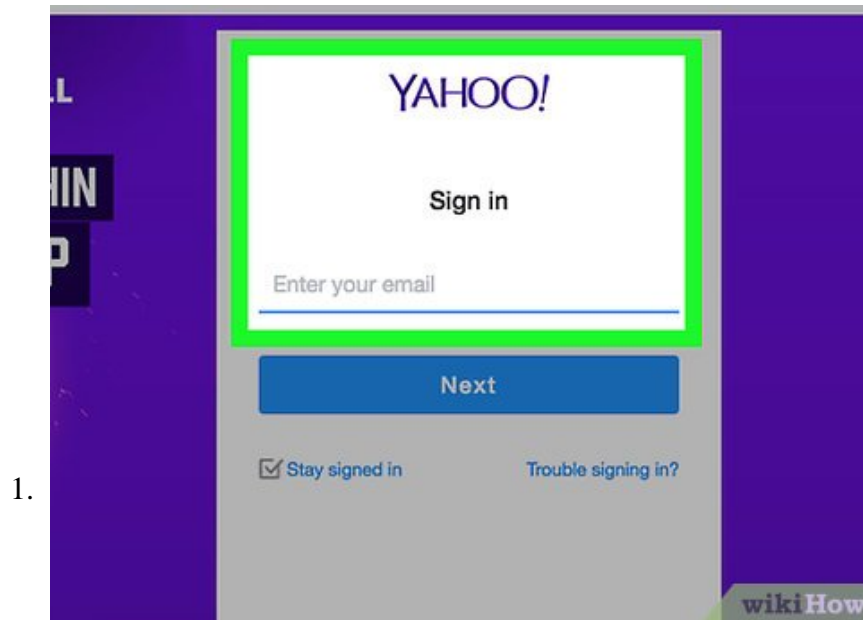
Select your VCF file. Click the VCF file you want to open with iCloud.



Click **Open**. It's in the bottom-right corner of the window. This will add the file's contacts to your iCloud list of contacts.

Method 3 of 4:

**Using Yahoo**



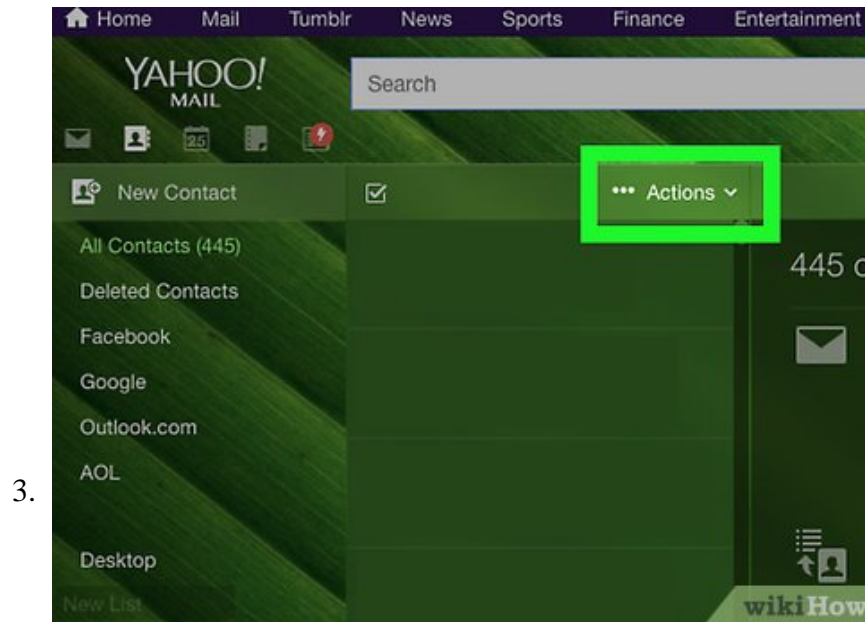
**Open Yahoo.** Go to <https://mail.yahoo.com/> in your computer's web browser. This will open your Yahoo inbox if you're logged in.

1. If you aren't logged in, enter your email address and password when prompted.

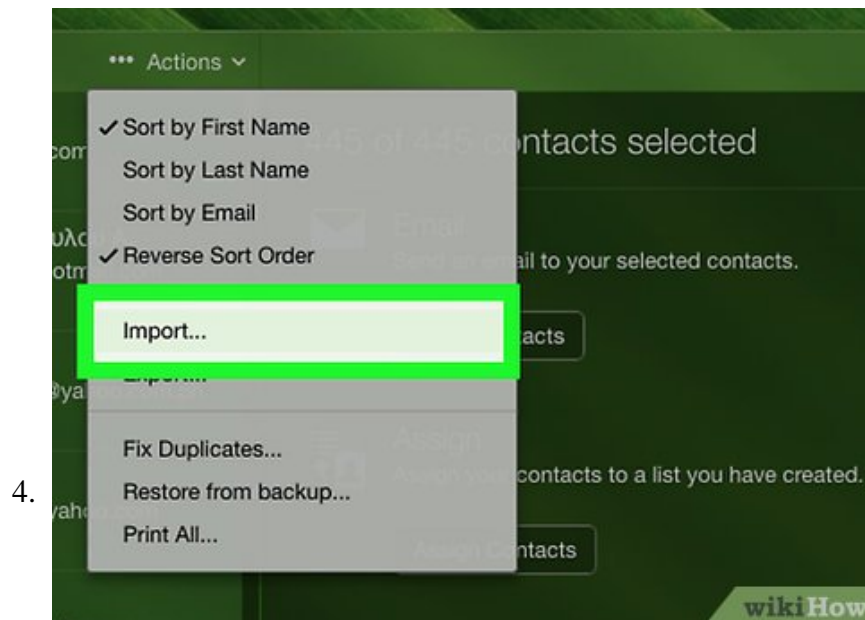


**Click the "Contacts" icon.** It resembles a notebook in the upper-right side of the window. Doing so opens your contacts list in a new tab.

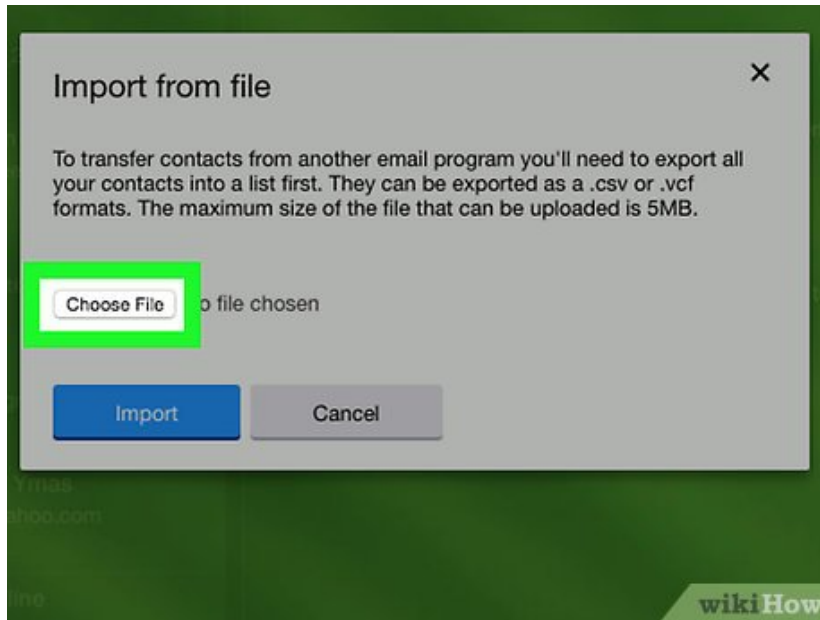
1. If you're using the old version of Yahoo, you'll click the notebook icon with a person's silhouette on it in the upper-left side of the window.



Click **Import Contacts**. This option is in the middle column of the Contacts page.

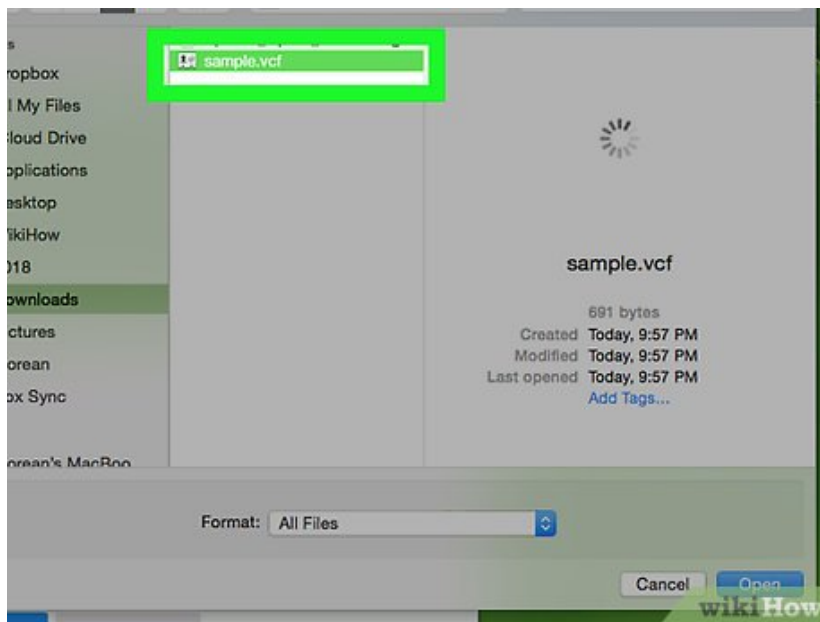


Click **Import** to the right of the "File Upload" heading. A pop-up window will appear.



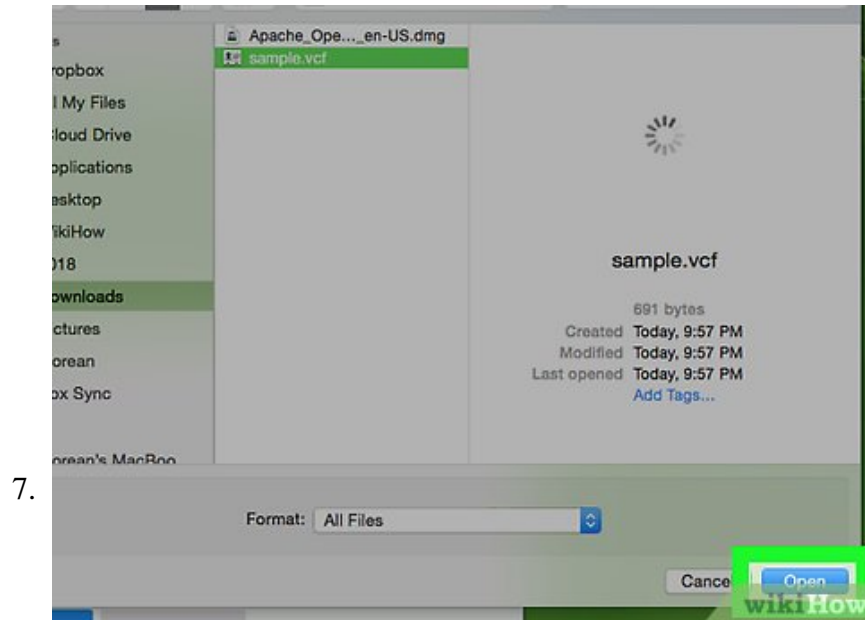
5.

Click **Choose file**. It's at the top of the pop-up window. This will open a File Explorer (Windows) or a Finder (Mac) window.

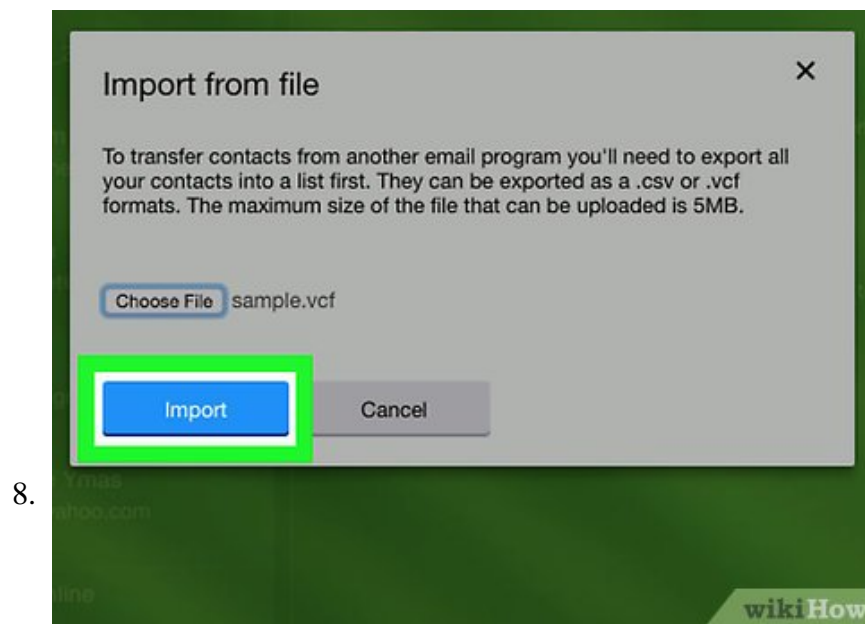


6.

Select your VCF file. Click the VCF file that you want to open in Yahoo.



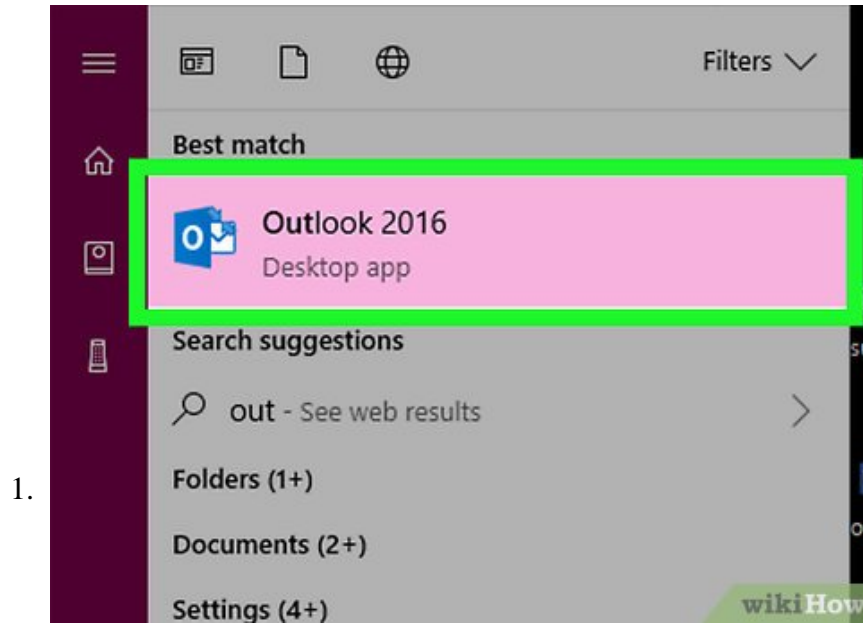
Click **Open**. It's in the bottom-right corner of the window. Your VCF file will be uploaded to the pop-up window.



Click **Import**. This option is at the bottom of the pop-up window. Doing so imports your contacts list to Yahoo.

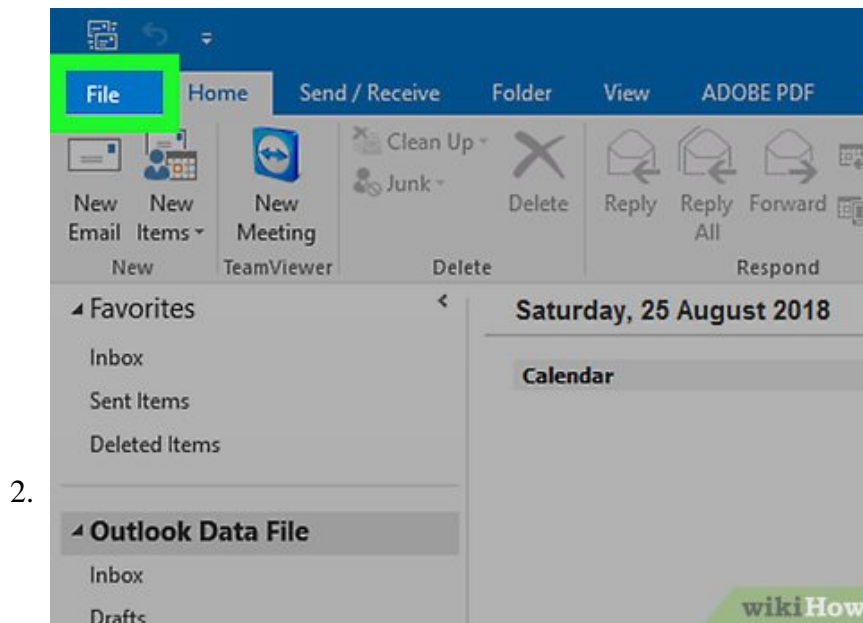
Method 4 of 4:

## Using Outlook on Desktop

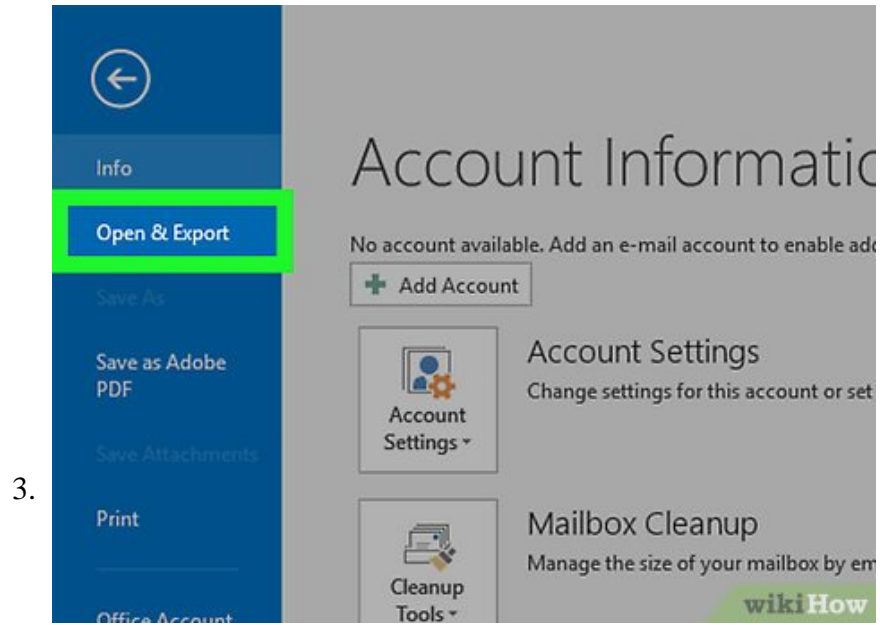


**Open Outlook.** Click or double-click the Outlook 2016 app icon, which resembles a white "O" on a dark-blue background.

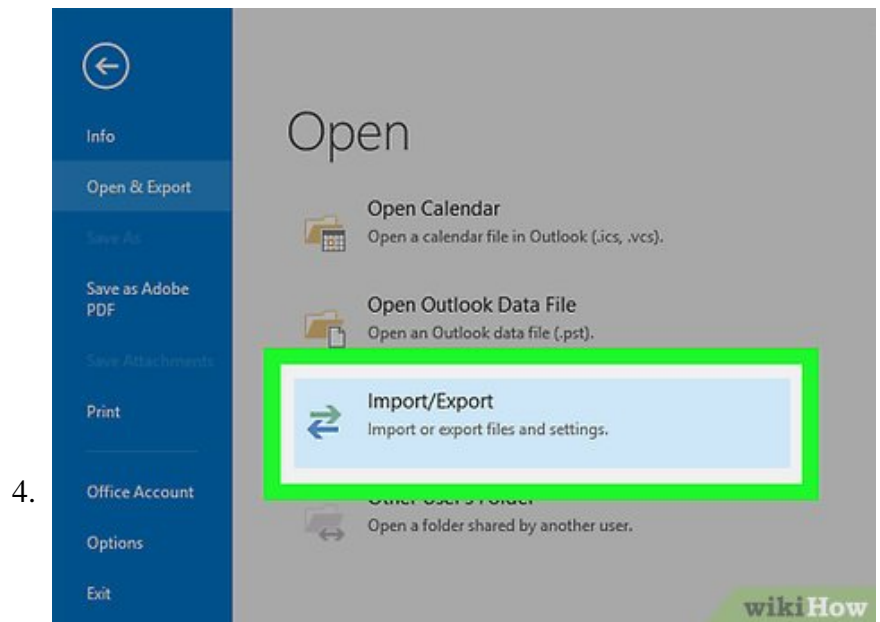
1. Unfortunately, the Outlook website doesn't support VCF files.
2. To import a vCard file on a Mac, click the file, click **File**, select **Open With**, and click **Microsoft Outlook**. You can then click **Save & Close** when prompted.



**Click** **File**. It's in the top-left corner of the window. Doing so prompts a pop-out menu.

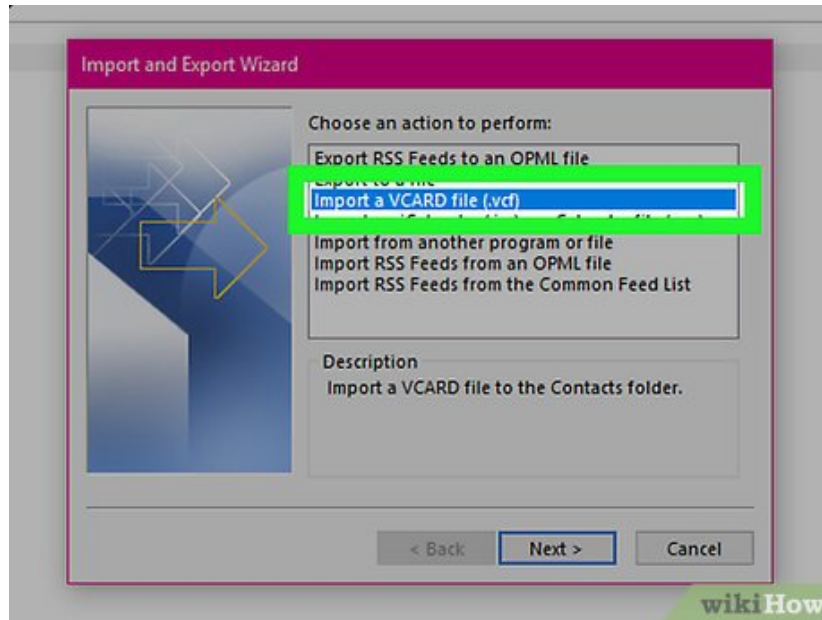


Click **Open & Export**. This option is in the left-hand pop-out menu.



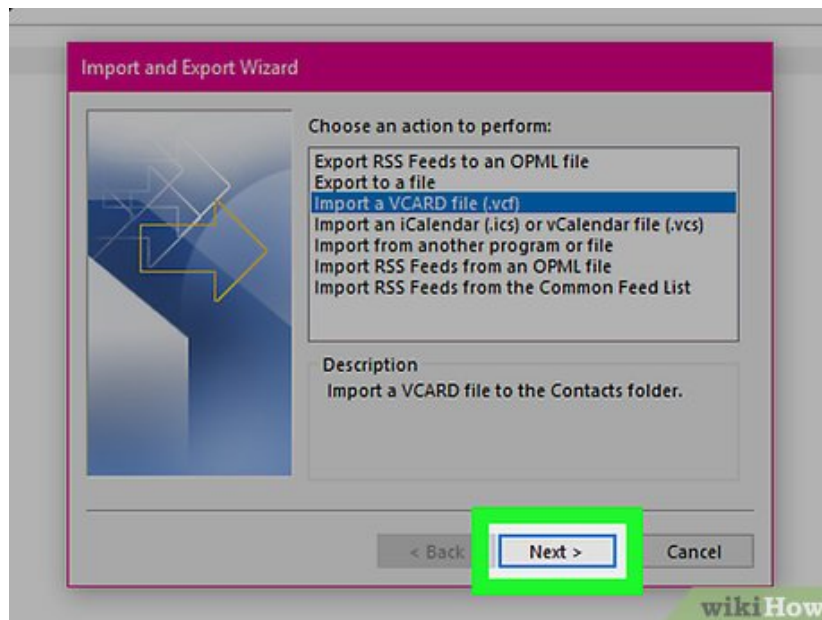
Click **Import/Export**. It's in the center column of options. Doing so opens a pop-up window.

5.

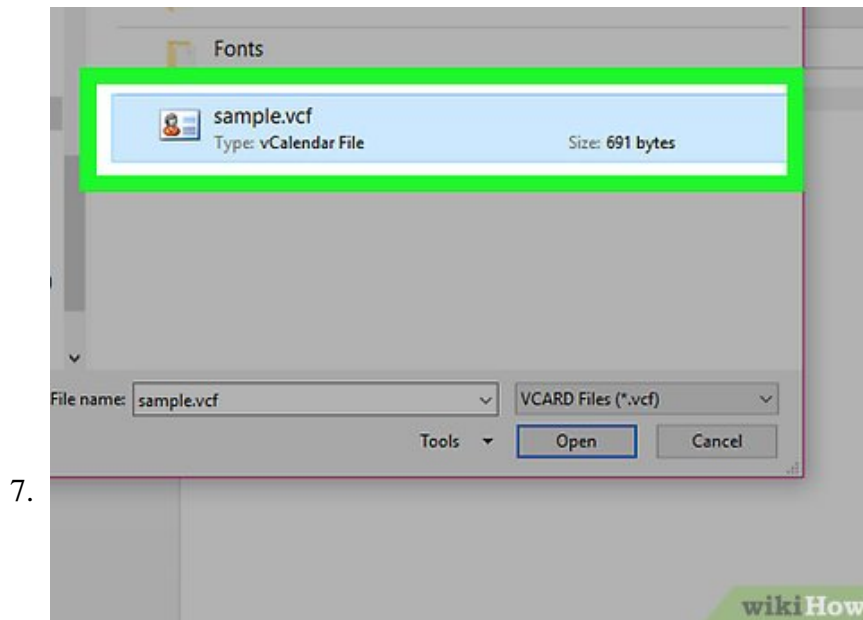


Click **Import a VCARD file**. You'll find this option in the pop-up window.

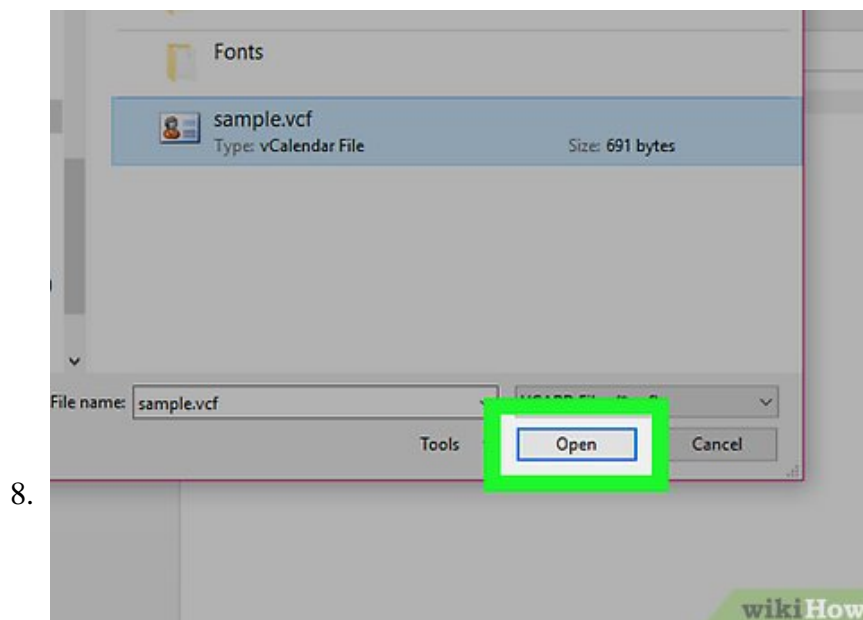
6.



Click **Next**. It's at the bottom of the pop-up window. Doing so prompts a File Explorer window to open.



**Select your VCF file.** Click the VCF file that you want to import.



**Click** . It's in the bottom-right corner of the window. This will import your VCF file's contact(s) into your Outlook address book.

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