Email Merge with YAMM

YAMM is a tool to help you send mail-merged emails using your Swarthmore Gmail and Google Sheets (part of Google Drive). YAMM, which stands for “Yet Another Mail Merge,” integrates with your Swarthmore Gmail account to allow you to send mail merged messages.

To access the tutorial pages and get started with Gmail email merges, install the YAMM add-on.

From inside a Google Sheets spreadsheet, pull down the “Add-ons” menu and choose “Get add-ons”.

Search for “Yet Another Mail Merge”, and click the “+” or “Manage” option to install YAMM.

Finally, Access “Yet Another Mail Merge” from the Add-ons menu to “Start Mail Merge”.

[Image of Google Sheets spreadsheet and Add-ons menu]