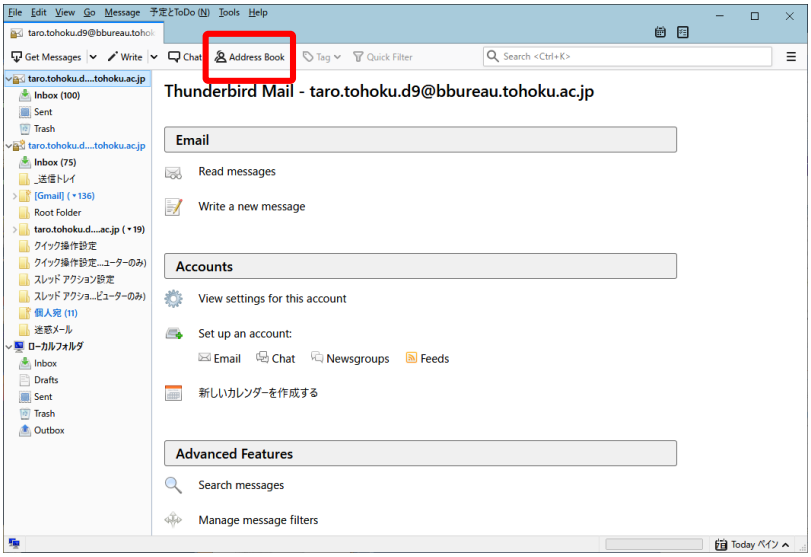
2.1. Set up New TUMail(Gmail)
2.1.2 Address Book Migration
(Thunderbird →New TUMail(Gmail))

In this section, we will explain how to import and configure the address book used by Thunderbird to New TUMail.

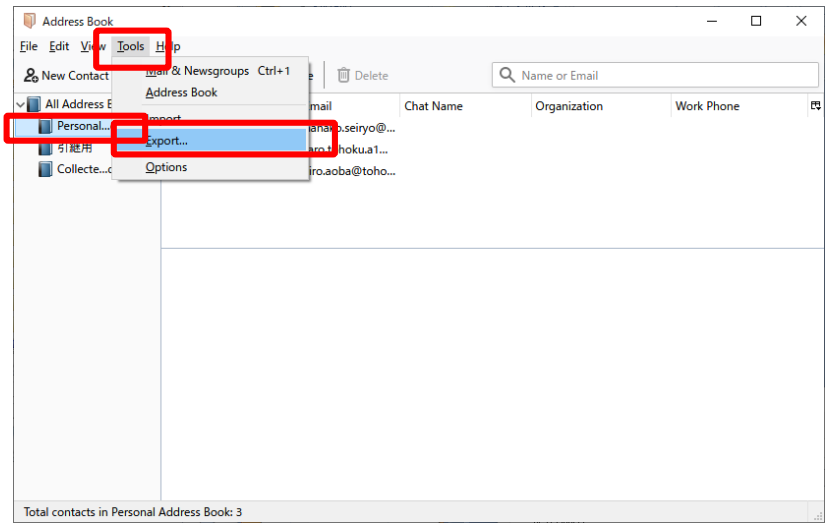
※ Only the following items in the CSV file will be reflected

First name	
Surname	
Display name	
Nickname	
Email address	
Other email address	
Work number	(Phone1)
Home number	(Phone3)
Mobile phone number	(Phone2)
Position	
Department	
Organization	
Memo	

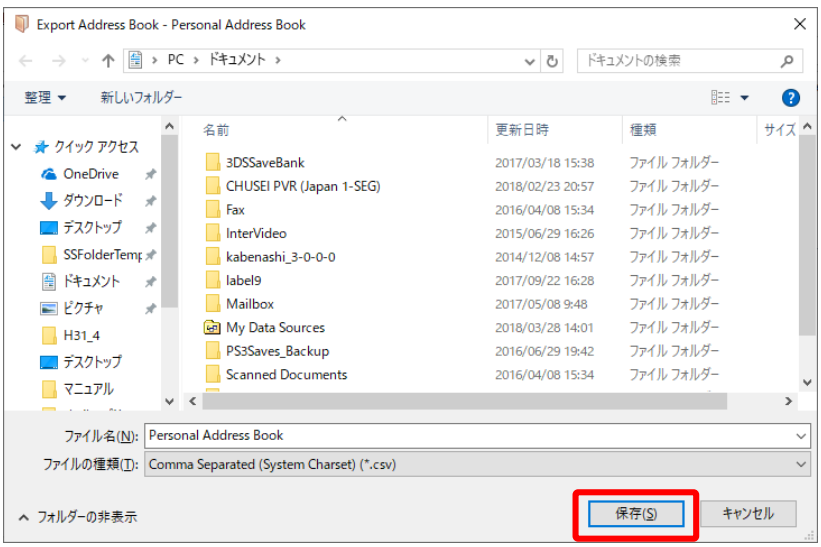
1. Start Thunderbird and click "Address Book".



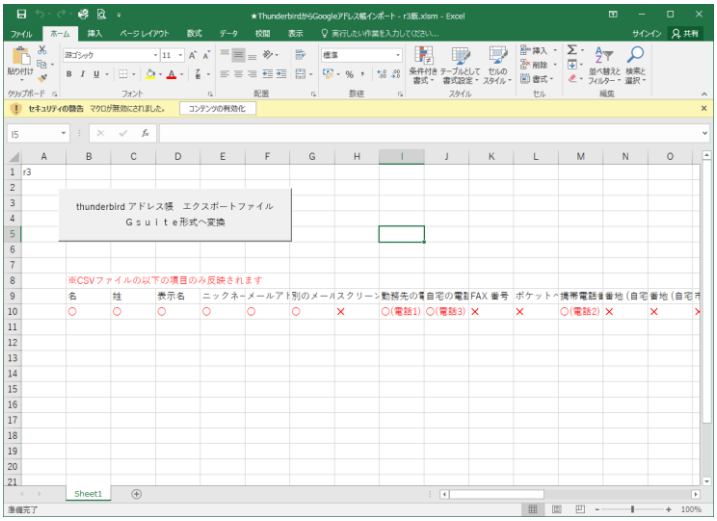
2. Select the address book that you want to migrate, and click "Export" from "Tools".



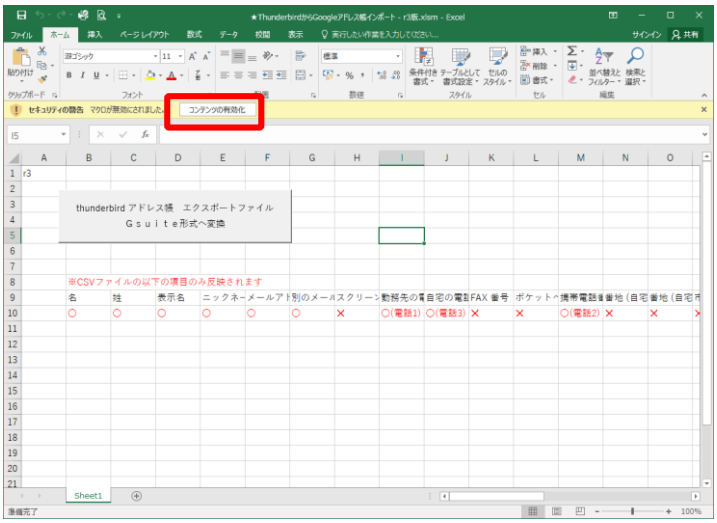
3. Specify the file name to save, and click "Save".



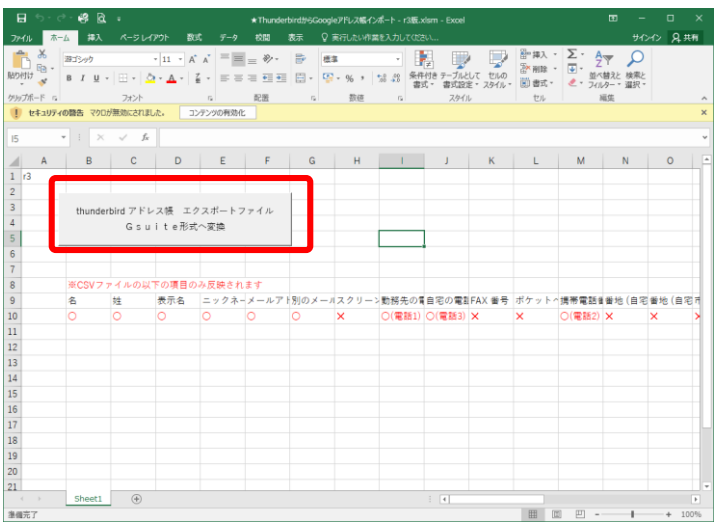
4. Launch migration tool "★ Google Address Book Import from.xlsm from Thunderbird".
※ Please download the tool from
http://www.bureau.tohoku.ac.jp/issynergy/tumail/tumail_manual.html



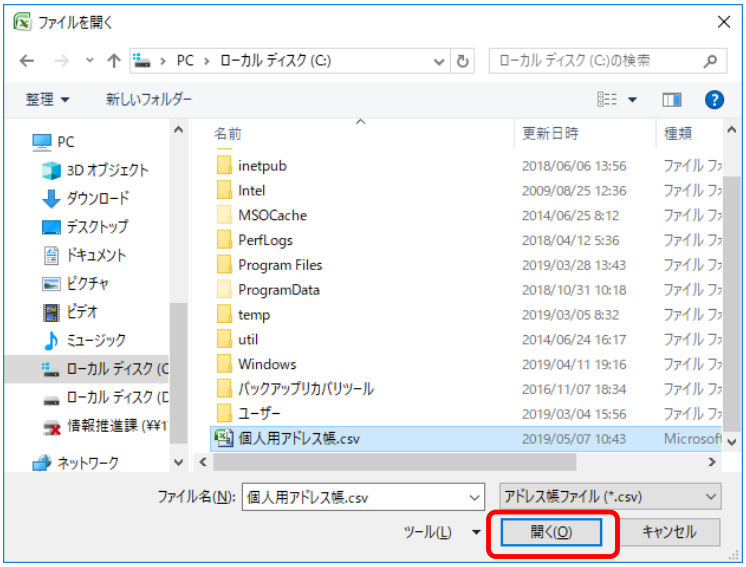
5. If the "Security warning macro has been disabled" warning is displayed, click "Enable Content".



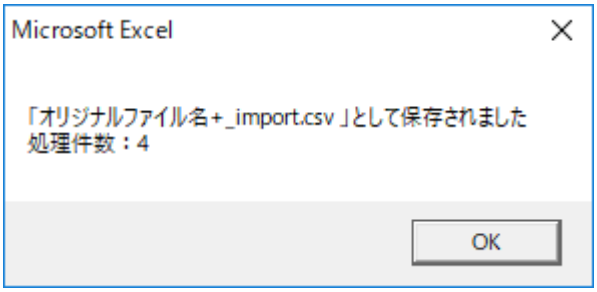
6. Click "Webmail Address Book Export File Convert to Gsuite Format".



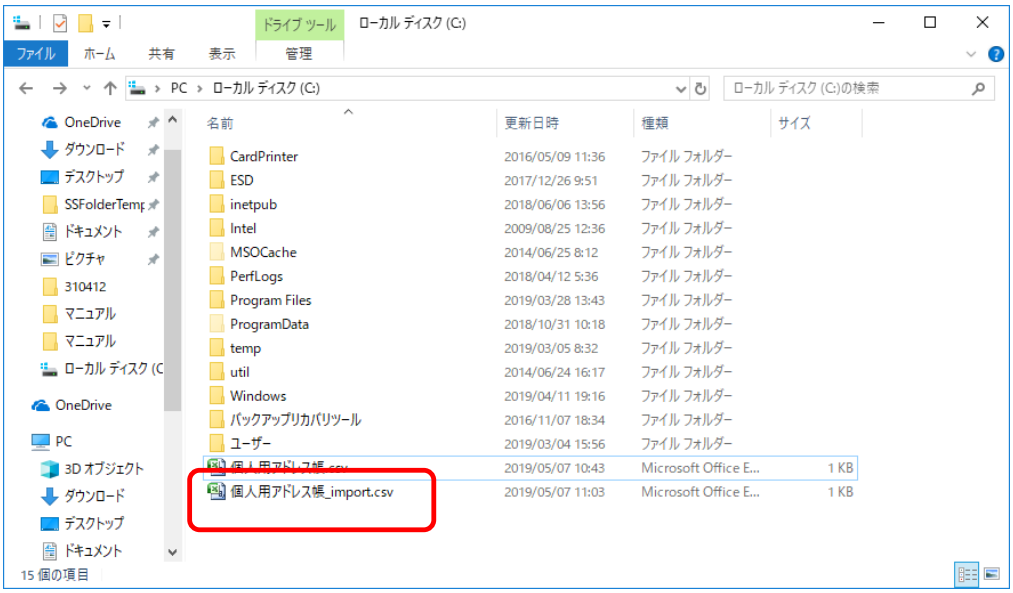
7. You will be asked where you want to save the source file, so select the file and click Open.



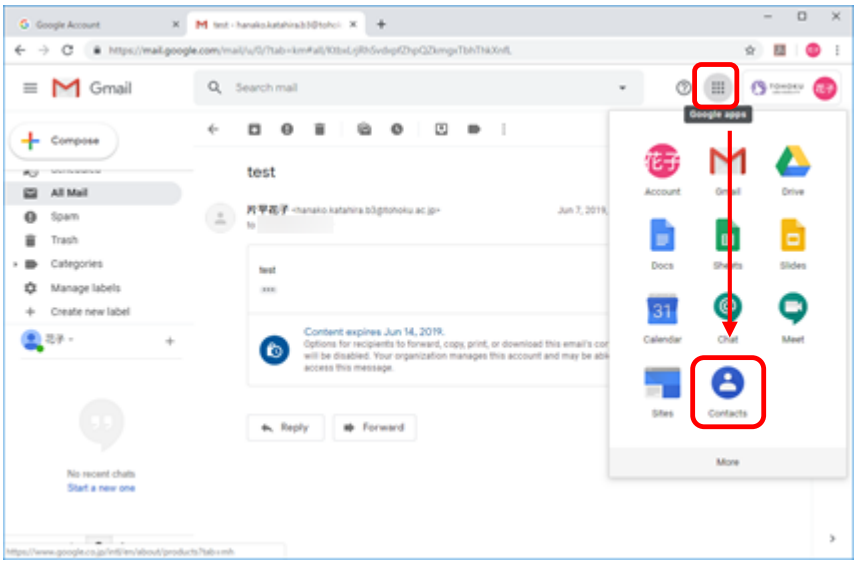
8. The following message is displayed and it is automatically saved in the same folder as the migration source file.



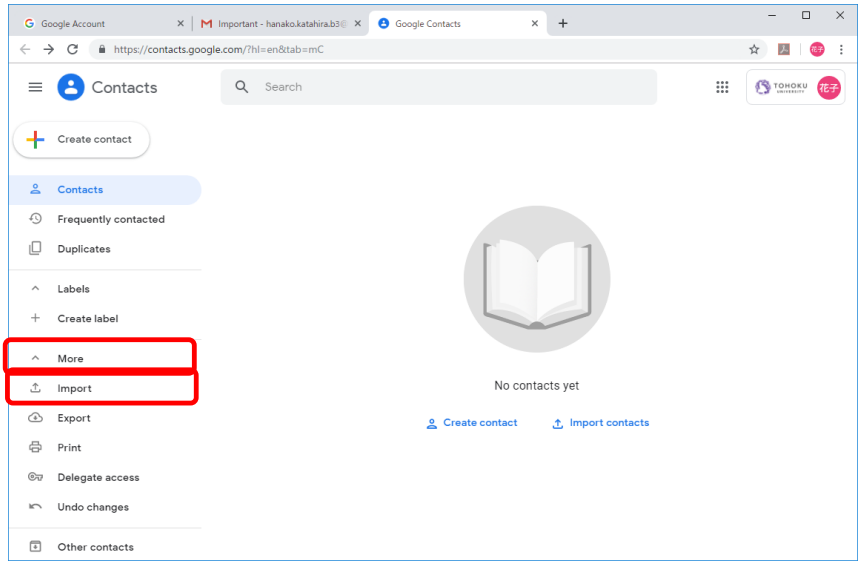
9. Make sure that the import file is saved.



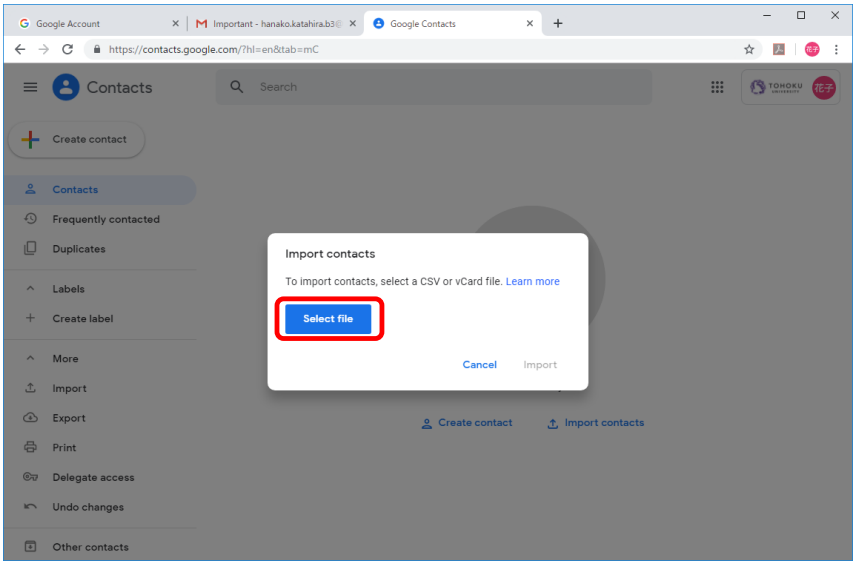
10. Start New TUMail (Gmail), and click "Contacts" of the google application.



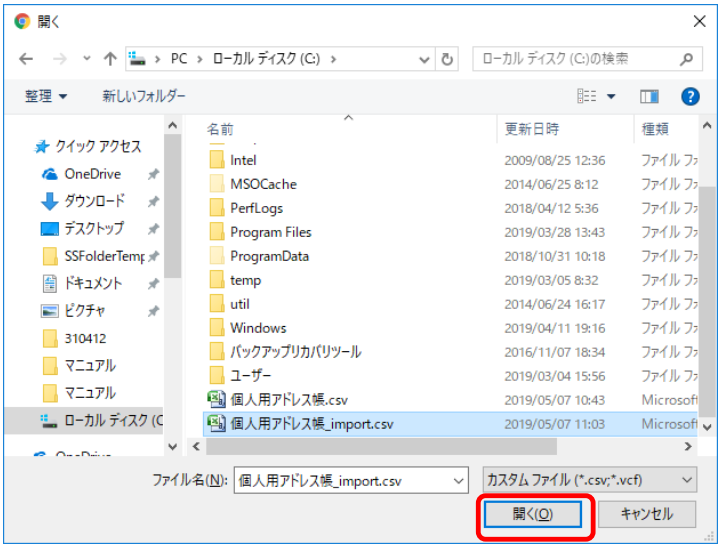
11. The contact book will be displayed. From "View More" to click "Import".



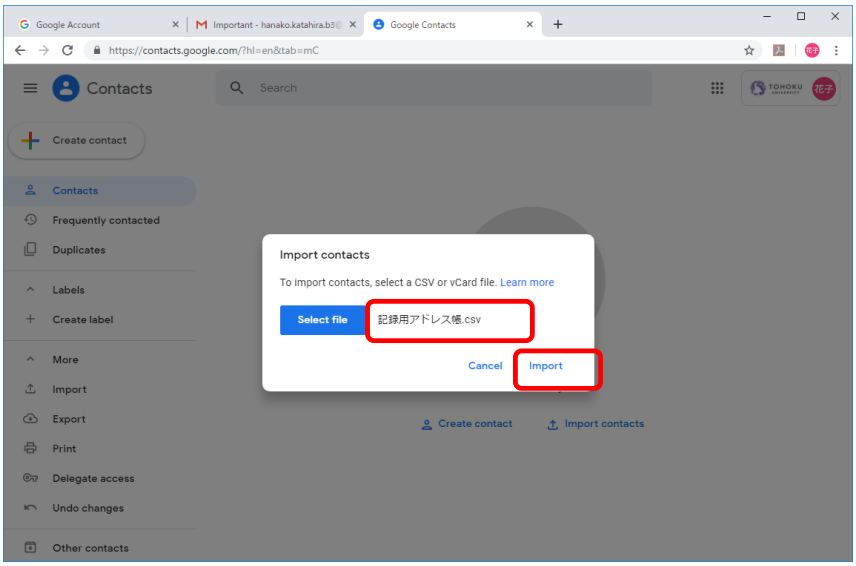
12. Click "Select File".



13. Select the file output in 8. and click "Open".



14. Make sure the file is selected and click “Import”.



15. Since the label of the date you worked on is imported, check the data.

