

# Basics of Gmail

## Online Resources and Instructions

### Google Support for Gmail

- General Support: <https://support.google.com>
- Support for Specific Gmail Features
  - [Create Labels](#)
  - [Create Filters](#)
  - [Using Stars](#)
  - [Calendar Events](#) (Click on the heading “Create an event from a Gmail message”) and [Tasks](#) (Click on the heading “Add tasks from email”)

### Online Tutorials

- GCFLearn Free: [Gmail Tutorial](#)
- Learning Express Library through Ohio Means Jobs: [Assessments and Training](#)
  - You can access Learning Express Library anonymously, or you can register for an account.
- Niche Academy: [Gmail Tutorial](#)
- Techboomers: [Gmail Course](#)

### Resources for Specific Gmail Features

- Gizmodo: [How to Use Gmail’s Labels to Keep Your Inbox Nice and Tidy](#)
- Lifewire: [Gmail How-tos, Help & Tips](#)
- Zapier: [Organize Your Inbox with These 7 Gmail Filters](#)

### Recommended Websites for Tech Tips

- CNET: <https://www.cnet.com>
- Gizmodo: <https://gizmodo.com>
  - Find articles on Gmail using the “Gmail” tag:
    - <https://gizmodo.com/tag/gmail>
- Lifehacker: <https://lifehacker.com>
  - Find articles on Gmail using the “Gmail” tag:
    - <https://lifehacker.com/tag/gmail>