

Subscription Guide: OB East Bay Google Group

Group Address: ob-eastbay@googlegroups.com

This guide provides step-by-step instructions for joining the OB East Bay Google Group. Please read the instructions carefully, as the final steps differ depending on whether you are using a **Gmail account** or a **non-Gmail email** (e.g., Outlook, Yahoo, Company Email).

Part 1: The Universal First Step (All Users)

The subscription process begins with an email request, regardless of your email provider.

1. Compose a New Email:

- Recipient: Send an email to the special subscription address:

ob-eastbay+subscribe@googlegroups.com

- **Subject/Body:** Leave the subject and body of the email blank.

2. Wait for the Confirmation Email:

- Google Groups will send an immediate auto-reply confirmation email to the address you used. **Check your Spam/Junk folder** if you do not receive it within a few minutes.

3. Open the Confirmation Email:

- This email will contain a **"Join Group"** button or link.
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Part 2: Choose Your Path

A. If Subscribing with a **Gmail/Google Account**

This process is straightforward because your email address is already tied to a Google identity.

Step	Action	Description
1.	Click the Link	Click the "Join Group" button in the confirmation email you received (from Part 1).
2.	Go to the Website	This will open the Google Groups website in your browser. You may see a permission error like "You don't have permission to access this content." IGNORE THIS MESSAGE.
3.	Final Click	Look for the large "Join Group" button on the page (usually near the top). Click it.
4.	Finalize Settings	A pop-up will appear allowing you to choose your display name and email subscription settings (e.g., receiving every message, digest, etc.).
5.	Done!	Click the final "Join Group" button in the pop-up. You are now subscribed.

B. If Subscribing with a **Non-Gmail Account** (Outlook, Yahoo, etc.)

Because your email is not automatically a Google Account, you must first create a Google Profile for that address to access the group's website.

Step	Action	Description
1.	Click the Link	Click the "Join Group" button in the confirmation email you received (from Part 1).
2.	Log In / Create Profile	The website will prompt you to Sign In or Create a Google Account . You MUST create a Google profile associated with the non-Gmail email address you used to subscribe. You are <i>not</i> creating a new @gmail.com address.
3.	Log In	Once your profile is created, log in using that new Google identity (with your non-Gmail address).
4.	Go to the Website	The group page will load. You may see an error like "Content unavailable" or a permission error. IGNORE THIS MESSAGE.
5.	Final Click	Look for the large "Join Group" button on the page (usually near the top). Click it.
6.	Finalize Settings	A pop-up will appear allowing you to choose your display name and email subscription settings.
7.	Done!	Click the final "Join Group" button in the pop-up. You are now subscribed.

Part 3: Frequently Asked Questions (FAQ)

I clicked the link, but I see a "You don't have permission" error. Am I doing something wrong?

No, this is a common part of the Google Groups process. The group is private, so simply clicking the link in the email is not enough. You must **ignore the error message** and look for the second, separate **"Join Group"** button on that same webpage and click it to complete the process.

I clicked the link, but I see "Content unavailable."

This usually means your browser is confused about which Google account is logged in.

- On that error page, click the link to **"switching accounts."**
- Log out of *all* Google/Gmail accounts.
- Log back in **only** with the email address you used to subscribe, and try to repeat the steps above.

I never received the confirmation email after sending the request.

- **Check your Spam/Junk folder** first. The email often gets filtered there.
- If it's not in Spam, ensure you sent the email to the correct address: ob-eastbay+subscribe@googlegroups.com .
- If you still cannot receive it, please contact the group owner for a manual invite.

What if I want to unsubscribe later?

Simply send an email to the special unsubscribe address:

ob-eastbay+unsubscribe@googlegroups.com

You will receive a confirmation email to finalize the unsubscribe request.