

A blurred screenshot of the Google Contacts mobile app interface. The word "Google" is visible at the top left, followed by "Contacts" and a search bar. Below the search bar, there are several contact cards, each with a profile picture and a name. The background is a light blue color.

Google

# *Google Contacts on your mobile device...*

*The first step to integrating and syncing your contacts  
across all your software and devices.*

## Sync your Google Contacts with Android

### Google Contacts to iOS

1. Go to **Settings**
2. Tap **Mail, Contacts, Calendars**
3. Select **Add Account**
4. Select **Google**
5. Complete your Google log in details
6. Tap **Next** in the top-right corner
7. Ensure **Contacts** option is turned on; the switch should be green
8. Tap **Save** at the top of the screen.
9. Open the **Contacts** App on your iOS device and syncing will automatically begin.

### Set Google Contacts as your default

1. Open **Settings**
2. Go to **Mail, Contacts, Calendars**
3. Scroll to the **Contacts** section
4. Select **Default Account**
5. Select your Google contacts account

### Google Contacts to Android

First, you need to add your Google account to your Android device. Open the **Settings** App and scroll down to **Personal**. Tap **Accounts**.

In the next screen, scroll down to the bottom and tap **Add Account**. From the list, select **Google** and follow the log in procedure.

#### What next?

All your contacts will stay synced whether you make changes on your phone, on another device or from a web browser.

#### What about deleting contacts?

Tread lightly when deleting. If you delete a contact on your phone, it is also deleted from your Google contacts. However, Google does have a nifty Restore Contacts option just in case you want to go back in time.

#### Where does Google store the contacts I've created on my device?

Google stores them in the **My Contacts** group.

You can sync contacts from other email systems to your phone but Google's Contact Management is fabulous for merging and deleting duplicates as well as segmenting your contacts. You can even set up a dummy Google account solely for this purpose.

Once all your contacts are in Google Contacts, it's time to start putting them into Groups so you can seamlessly sync across all your software and devices. Set it and Forget it.

If you'd like to find out more about managing your contacts across devices and software please get in touch.