

What is “hCard”?

It is a technology that allows you to import contact data directly from our web site into your Outlook contact list or into your email address book. From the current page, you can import the following:

Michael O’Sullivan
Youth Director
First United Methodist Church
617 South Main Street
Carthage, MO 64836
(417) 358-2577
umcyouth@att.com
www.umccarthage.org

To import:

1. Click on the youth director’s name and/or title.

Microsoft Outlook:

2. When asked whether you want to open or save the file, choose **Open**.
3. When the Contact page opens, choose **Save and Close**.

Yahoo! Mail:

2. When asked whether you want to open or save the file, choose **Save**.
3. Save the **youth.vcf** file to **My Documents**.
4. Open Yahoo! Mail and select the **Contacts** tab.
5. Select **Import/Export**.
6. Under Step 1 select **vCard (.VCF file)**.
7. Skip step 2.
8. Under Step 3 use **Browse** to locate the **youth.vcf** file in **My Documents**.
9. Under Step 4 press the **Import Now** button.