

Assignment No 1

Dated: 5th Dec 2025

Course: "LOW CODE,NO-CODE B-1 Wed Thurs 7pm to 9pm"

Kindly note - Agenda:

- ✓ If don't have account, create account for "AirTable", "HubSpot", "Google Forms", "Google Sheets", "Google Mail, or Gmail", "Outlook Mail, or Microsoft Outlook Mail".
- ✓ Create zap for each of the following cases. Separate zap for each of the following 15 cases.
- ✓ Debug/Trace – Analyze.
- ✓ Refine and refine. Improve and improve. Keep me posted. Thanks.

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Here's a structured list of **15 Zap definitions** with **Trigger** → **Action** for the apps you mentioned:

✓ 1. Google Forms → Google Sheets

- **Trigger:** New response in Google Forms
- **Action:** Create a new row in Google Sheets
- Use Case:** Automatically log survey or feedback responses into a spreadsheet for analysis.

✓ 2. Google Forms → Gmail

- **Trigger:** New response in Google Forms
- **Action:** Send an email via Gmail
- Use Case:** Notify a team member when a new form submission is received.

✓ 3. Google Forms → HubSpot

- **Trigger:** New response in Google Forms
- **Action:** Create or update a contact in HubSpot
- Use Case:** Capture leads from forms directly into your CRM.

✓ 4. Google Sheets → AirTable

- **Trigger:** New row in Google Sheets
- **Action:** Create a record in AirTable
- Use Case:** Sync spreadsheet data into AirTable for better project management.

✓ 5. AirTable → Google Sheets

- **Trigger:** New record in AirTable
- **Action:** Add a row in Google Sheets
- Use Case:** Keep a backup or reporting sheet updated with AirTable data.

✓ 6. HubSpot → Gmail

- **Trigger:** New contact in HubSpot
 - **Action:** Send a welcome email via Gmail
- Use Case:** Automate onboarding emails for new leads.
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✓ 7. HubSpot → Outlook Mail

- **Trigger:** New deal in HubSpot
 - **Action:** Send an email via Outlook
- Use Case:** Notify your sales team when a new deal is created.
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✓ 8. Gmail → HubSpot

- **Trigger:** New email in Gmail with specific label
 - **Action:** Create a note in HubSpot
- Use Case:** Log important email conversations into CRM automatically.
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✓ 9. Outlook Mail → HubSpot

- **Trigger:** New email in Outlook with specific subject
 - **Action:** Create a task in HubSpot
- Use Case:** Turn client emails into actionable tasks for your sales team.
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✓ 10. Google Sheets → HubSpot

- **Trigger:** New row in Google Sheets
 - **Action:** Create or update a contact in HubSpot
- Use Case:** Import leads from spreadsheets into HubSpot CRM.
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✓ 11. AirTable → Gmail

- **Trigger:** New record in AirTable
 - **Action:** Send an email via Gmail
- Use Case:** Notify stakeholders when a new project entry is added.
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✓ 12. AirTable → Outlook Mail

- **Trigger:** Updated record in AirTable
 - **Action:** Send an email via Outlook
- Use Case:** Alert team members when project status changes.
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✓ 13. Google Sheets → Gmail

- **Trigger:** New row in Google Sheets
 - **Action:** Send an email via Gmail
- Use Case:** Send automated confirmation emails when new data is added.
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✓ 14. Google Sheets → Outlook Mail

- **Trigger:** New row in Google Sheets

- **Action:** Send an email via Outlook
Use Case: Notify team about new entries in a shared sheet.
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✓ 15. HubSpot → AirTable

- **Trigger:** New contact in HubSpot
- **Action:** Create a record in AirTable
Use Case: Sync CRM contacts into AirTable for project tracking.