

Process For Researching

Notes


- Try not to spend more than 5 minutes researching each contact.
- The columns are listed by priority, your first priority is to find Email Address followed by: Phone, Web Form, LinkedIn, Twitter, Facebook and Google+
- Column A is a duplicate check formula for Author Name, if the author is a duplicate then delete the row
- Here is an example:
https://drive.google.com/open?id=1G9LhzVf1f5oxD2cEGvom4wZ_GsQ31q9uf12Ie0vp9Pc

1. Click the URL and follow the link to the website

fx		https://www.udemy.com/how-to-create-a-blog-website-with-joomla/	
	A	B	
		URL	
1			
2		https://www.udemy.com/how-to-create-a-blog-website-with-joomla/	
3		https://www.udemy.com/how-to-create-a-blog-website-with-joomla/	
4		https://www.udemy.com/from-blog-to-brand/	
5		https://www.udemy.com/smart-passive-income-with-google-adsense/	
6		https://www.udemy.com/how-to-make-a-website-or-start-a-blog-with-wordpress/	
7		https://www.udemy.com/30-days-blogging/	

2. Scroll down and copy the name of the instructor

Instructor Biography



Mathew Tamin Entrepreneur Joomla Instructor Musician.

Mathew Tamin is one of the top instructors on Udemy. He has been teaching Joomla to create websites for business owners, marketers, and branding specialists since 2008. Mathew has been using Joomla for over 8 years as a web designer and has helped many businesses take their online presence to another level.

[Full biography](#)

- Open link in new tab
- Open link in new window
- Open link in incognito window
- Open link as Mia
- Save link as...
- Copy link address
- Copy** Ctrl+C
- Search Google for "Mathew Tamin"
- Print... Ctrl+P

3. Paste the name of the instructor next to the URL in the spreadsheet

URL	Author Name
https://www.udemy.com/how-to-create-a-blog-website-with-joomla/	Mathew Tamin
https://www.udemy.com/blogging-for-money/	
https://www.udemy.com/from-blog-to-brand/	
https://www.udemy.com/smart-passive-income-with-google-adsense/	
https://www.udemy.com/how-to-make-a-website-or-start-a-blog-with-wordpress/	
https://www.udemy.com/30-days-blogging/	
https://www.udemy.com/learn-wordpress/	

4. Return to the instructors page and follow the link to his personal site. Note: if the link does not exist then try searching google for the Instructor name

Instructor Biography



Mathew Tamin, Entrepreneur. Joomla Instructor. Musician.



5. If the website has a contact form, copy and paste the web address into the Contact Form column on the spreadsheet

www.mathewtamin.com/contact

MATHEW TAMIN

Contact Mathew Tamin

Full Name

E-mail Address

Question/Comment

Receive a Copy?

Yes

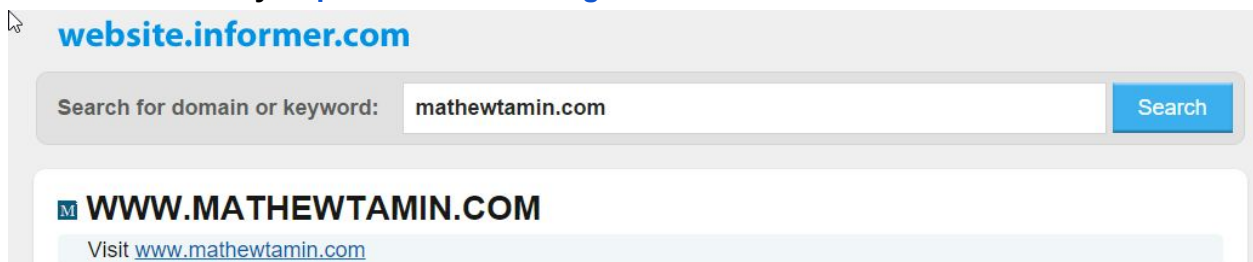
Send

Reset

6. Copy the websites base domain



7. Paste the domain into <http://website.informer.com/>. Note: if results appear to be incorrect try <https://whois.icann.org>



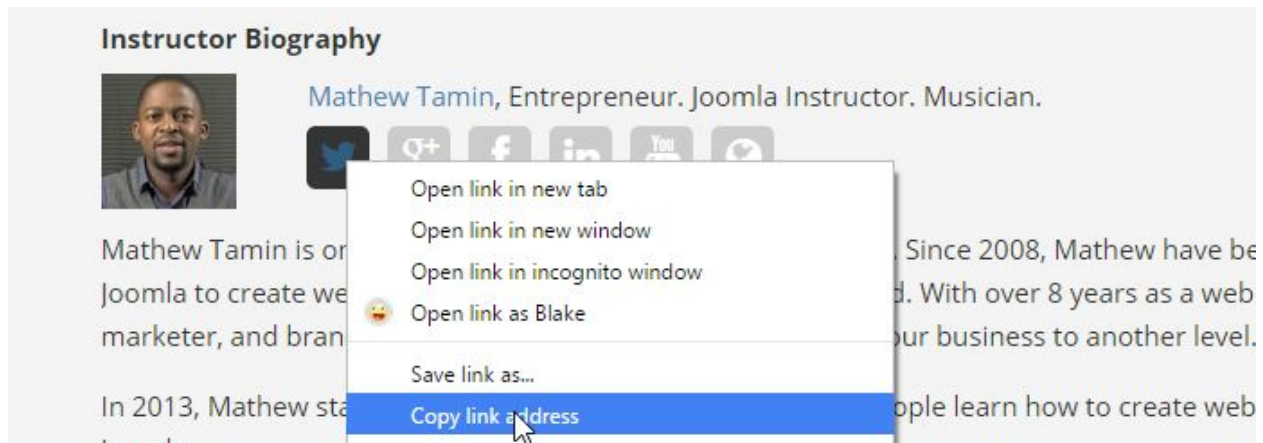
8. Search through the WHOIS data for the domain and locate and copy the users email and paste into the Email column



9. Find and copy the user's 10 digit phone number and paste into the Phone Number column

Registrant Country: US
Registrant Phone: +1.6055956636

10. Return to the instructors page. For LinkedIn, Twitter, Facebook and Google+ right click and then “Copy link address”



11. Paste each of the links into the appropriate columns on the spreadsheet

G	H	I
LinkedIn	Twitter	Facebook
https://www.linkedin.com/in/mathewtamin	https://twitter.com/mathewtamin	https://www.facebook.com/matthewtamin

12. Repeat these steps for each URL on the spreadsheet, if you cannot find something for an Instructor then leave it blank and move on to the next.