What is Google's Recommendation on How to Do This?

High Level Process

Steps at a high level - (steps very much in-progress; simply a broad level plan)
1. The script will parse a CSV file with a list of names and email addresses. As the script parses the CSV file, one of several methods of file feeds may take place: ○ Append - Check if information has been added, if the record is already there don't add it, but it is not there then add it. ○ Update - Checks to see if the data exists. If the data is there, look to see if the data is the same or if it needs to be updated. For example, if somebody gets married, their email might be the same, but their last name may need to be updated. ○ Truncate - Wipes out the existing records in that group and does a batch upload of all of the new data. - very fast   * The methods will be used on all different kinds of lists. Some will require append, some update, some both, etc. 2. To run the script, service account credentials need to be set up (Refer to [Can we use a service account for updating Google Groups?](#) for more information about setting up service accounts). 3. Automate the process of running the script, so that it would be run nightly.

Questions and Answers

Questions	Answers
Can we use a script to update Google Groups?	A script can be used to update Google Groups. ● There are various methods to handle group members (adding members, removing members, editing member

*Updating Google Groups, in this case, specifically refers to managing groups and group members using Google Admin SDK's Directory API rather than updating group settings, which would be handled by Groups Settings API (there may be some interactions that come up with the two APIs down the road, but not at this time).	info, listing members, etc.) which are described in this link: https://developers.google.com/admin-sdk/directory/v1/reference/members. ● More specifics about managing group members: https://developers.google.com/admin-sdk/directory/v1/guides/manage-group-members ● Ways to handle groups as a whole (creating a group,, deleting a group, etc.): https://developers.google.com/admin-sdk/directory/v1/reference/groups ● More details about managing groups as a whole: https://developers.google.com/admin-sdk/directory/v1/guides/manage-groups#update_group
Can we use a service account for updating Google Groups?	You can use a service account. This is how you would use a service account: https://developers.google.com/datastudio/solution/blocks/using-service-accounts If you have a G Suite domain—if you use G Suite, for example—an administrator of the G Suite domain can authorize an application to access user data on behalf of users in the G Suite domain. For example, an application that uses the Google Calendar API to add events to the calendars of all users in a G Suite domain would use a service account to access the Google Calendar API on behalf of users. Authorizing a service account to access data on behalf of users in a domain is sometimes referred to as "delegating domain-wide authority" to a service account. https://developers.google.com/identity/protocols/OAuth2ServiceAccount#delegatingauthority
Can the process of updating Google Groups be	I think I may have found a way to go about running the Script at a set interval, or in this case, 24 hours: https://mashe.hawksey.info/2017/02/running-a-google-apps-script-

automated (ran every 24 hours)?	every-quarter-or-x-months/
	We do have an enterprise level tool that we use for automating jobs. It is called "Automic - Worlkoad Automation Suite - Application Manager". If google doesn't provide a built-in way for us to automate the script, then this would be one of the main possibilities for automation. However, the infrastructure team may want to use a CRON job, if that's is a better solution. This will need to be discussed internally by the Enterprise and Infrastructure team.

That makes sense. The article that I found was referring to an Installable Trigger: https://developers.google.com/apps-script/guides/triggers/installable#managing_triggers_manually |
| Where should CSV go? | CSV should live in the account with the highest privileges: https://developers.google.com/admin-sdk/directory/v1/guides/manage-roles |
| Where does script live? | Script should live in the account with the highest privileges and a select set of individuals responsible for updating the script: https://developers.google.com/admin-sdk/directory/v1/guides/manage-roles. Sean said that the script will live in the directory: /root/scripts/. |
| How is it executed? | Script will be executed using OAuth 2.0. For more information on OAuth 2.0: https://developers.google.com/identity/protocols/OAuth2ServiceAccount

Go through the following steps:

   1. To delegate domain-wide authority (delegating |

	domain-wide authority is authorizing a service account to access data on behalf of users in a domain) to a service account, first enable domain-wide delegation for an existing service account in the **Service accounts** page or create a new service account with domain-wide delegation enabled. For more information: https://developers.google.com/identity/protocols/OAuth2ServiceAccount#delegatingauthority
	2. Go through the steps to prepare to make an authorized API call: https://developers.google.com/identity/protocols/OAuth2ServiceAccount#authorizingrequests
	3. Call the Google API using these steps: https://developers.google.com/identity/protocols/OAuth2ServiceAccount#callinganapi
How are we going to go about importing CSV files?	This Google Support form claims there is no way to import CSV files: https://support.google.com/a/forum/AAAA034zvV8Zgq06ee2kMg/?hl=en&gpf=d/topic/apps/Zgq06ee2kMg.

Is it possible to import a CSV file to create a group? 🔒

I notice there is a function to export the list of members in a group to a CSV file. Is it possible to do the reverse?

All Replies (4)

LMckin51-G-Suite-Product Expert   10/27/18

HI

 No it not possible to import a csv to groups

Original Poster   10/27/18
Dimitri Joukoff

I don't understand why Group Management functionality is so poor! It is so bad that if defeats the whole purpose of having the function in the first place.

Matti nescio   10/27/18

On Saturday, October 27, 2018 at 5:36:48 PM UTC+3, Dimitri Joukoff wrote:

> I don't understand why Group Management functionality is so poor! It is so bad that if defeats the whole purpose of having the function in the first place.

... More

Original Poster   10/27/18
Dimitri Joukoff

Thanks again Matti. We're using the free consumer version, so I'll look into that.