

The 5 apps to add to *Claude* first

MCP is how Claude plugs into your apps. In Claude they're called **connectors**. Add one, and Claude can actually check your calendar or find that file, instead of just talking about it. Start with these five.

How to add a connector (2 minutes):

1. In Claude, open **Customize** → **Connectors** → **+** → **Browse connectors**. (On some versions it's **Settings** → **Connectors**.)
2. Pick the app, read what it can see and change, then tap **Connect** and sign in.
3. In a chat, tap **+** → **Connectors** and switch it on. Now just ask.

1 Google *Calendar*

Claude checks when you're free, compares schedules and can create or move events (it asks you first).

COPY THIS

Find three 30-minute slots next week when I'm free in the afternoon.

2 Gmail

Claude finds threads, sums them up and drafts replies for you to send. It sees attachment names, not what's inside them.

COPY THIS

Summarize every email from my landlord this month and draft a polite reply about the repair.

3 Google *Drive*

Claude searches and reads your Docs, Sheets, Slides and PDFs, so you stop digging through folders.

COPY THIS

Compare the totals in my two most recent budget spreadsheets. What changed?

4 Notion

Your notes and wiki become searchable. Claude can also create and update pages.

COPY THIS

Find what we decided in last month's planning notes and make a one-page summary.

5 Canva

Claude turns a brief into a design from your templates, and the editor opens right in the chat.

COPY THIS

Turn this offer into a square Instagram post using my brand template.

! Never add *everything*

- Claude only gets the access your account already has. Each connector page shows what it can read and what it can change: check it before you connect.
- Add the apps you actually use this week. Fewer connectors = faster, more focused answers.
- Changed your mind? Disconnect it in the same Connectors menu. Instant factory reset.

Menus and the connector list change often (there are hundreds now). Work accounts may need an admin to allow a connector first.

NO JARGON: one tech word explained every week

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