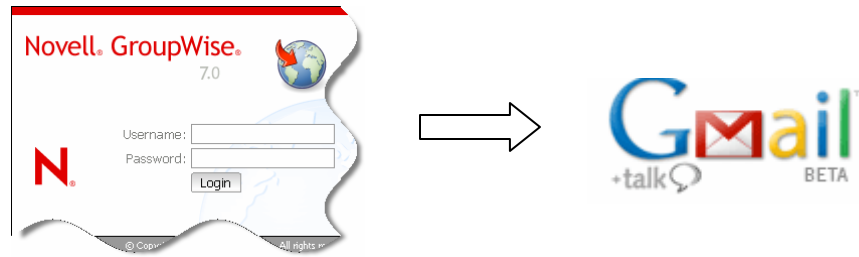


Forwarding your Hunter email to gmail (or yahoo)



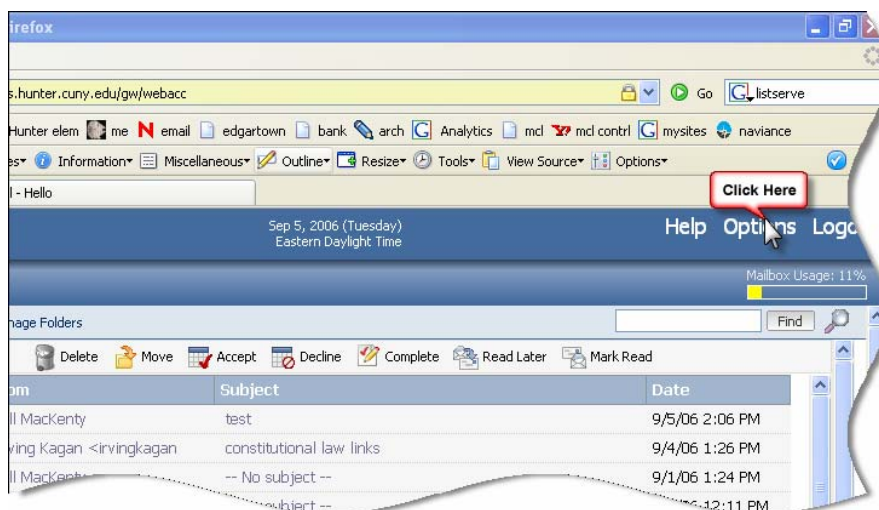
INTRODUCTION

This guide is to help Hunter College Campus School users automatically forward their email. This HOWTO is for intermediate users.

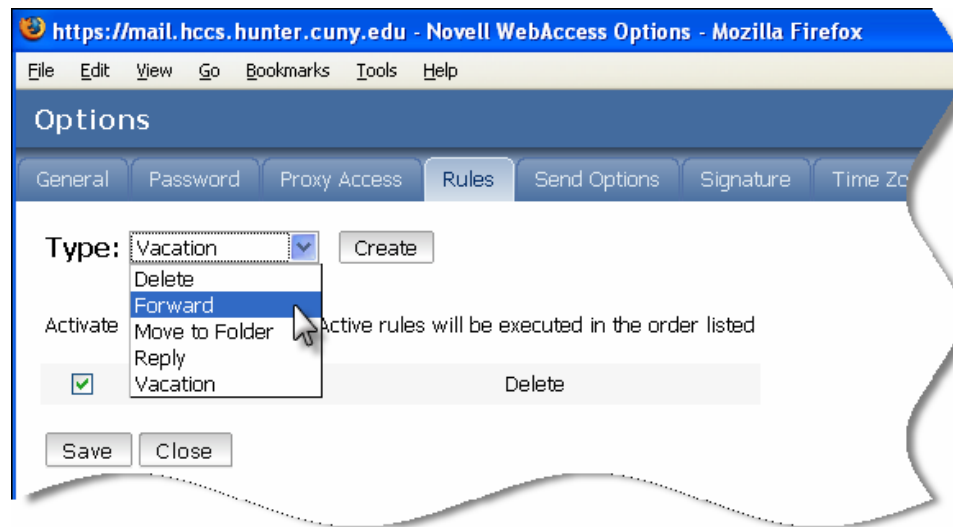
Of course, you should make sure you have a gmail address (or a yahoo address) before you continue. You should also make sure your HCCS email is working.

HOWTO

1) Log in to your hunter email, and click the options tab in the upper right corner.

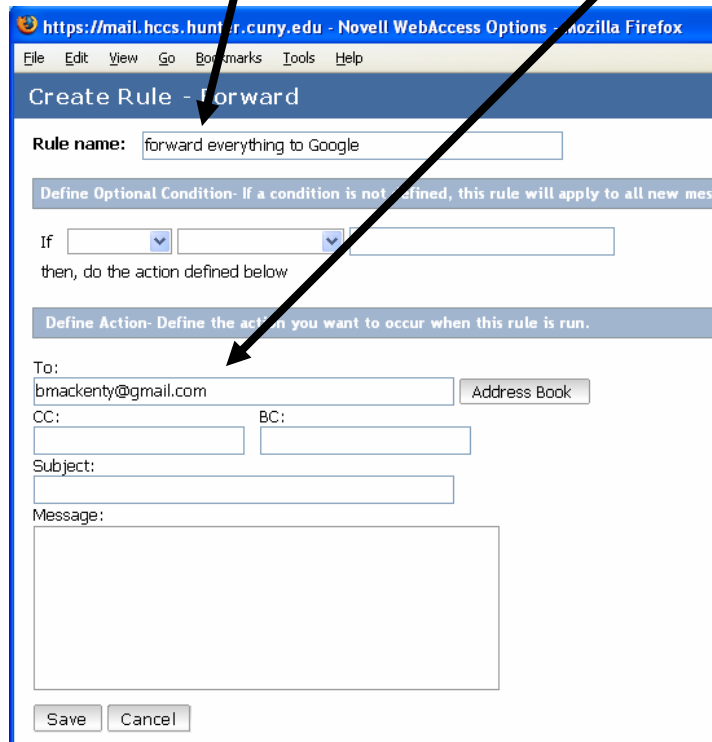


2) Click on the Rules tab, and choose "forward" rule.

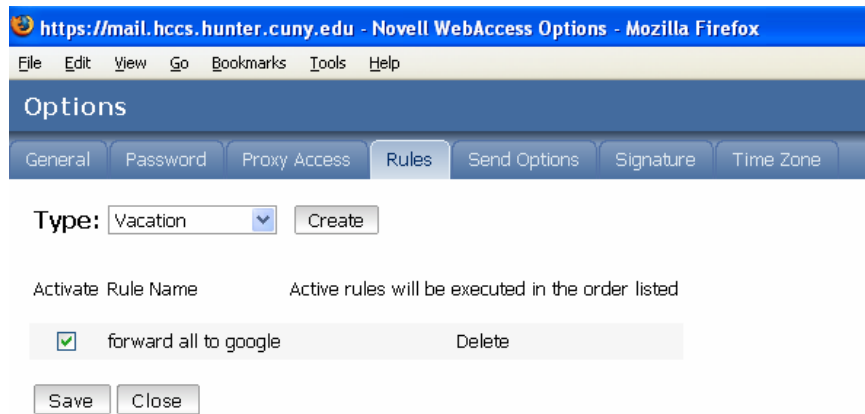


3) click the create button

4) note the create rule dialog box; **the only thing you should do here is name your rule and enter your gmail address.**



5) Click save. Note your rule in the rule name rule box.



6) It is quite important you test your rule. Ask a friend to send an email , and check your gmail account.

The email should be in your Hunter email and your google account. Pretty cool, huh?