



# Auto Forward Portal E-mail

1. Click on the E-mail tool
2. Click on the "Options" tab

4. Select the hyperlink for "Auto Forward" from the listing below



On the next screen:

Use the breadcrumbs under "Your Location:" to go back to options (or any previous view), not the back button on your browser

5. To Forward your mail to another address(es), place the address in the text box (if you are putting more than one address in the box, separate them by a semicolon (;) and a space

6. Click "OK" to save your settings and return to "options"

Campus Pipeline E-mail Center - Netscape

MY EDISON E-MAIL

E-mail Address Book Options

Get Mail Compose

ehochmeister@edison.edu

### Auto Forward

Your Location: [E-mail](#) / [Options](#) / Auto Forward

Auto Forward allows you to forward your email to another email account. Please indicate the email address you want to receive your forwarded email.

Auto Forward To:

OK Cancel

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javascript:getSettings('autoforward')