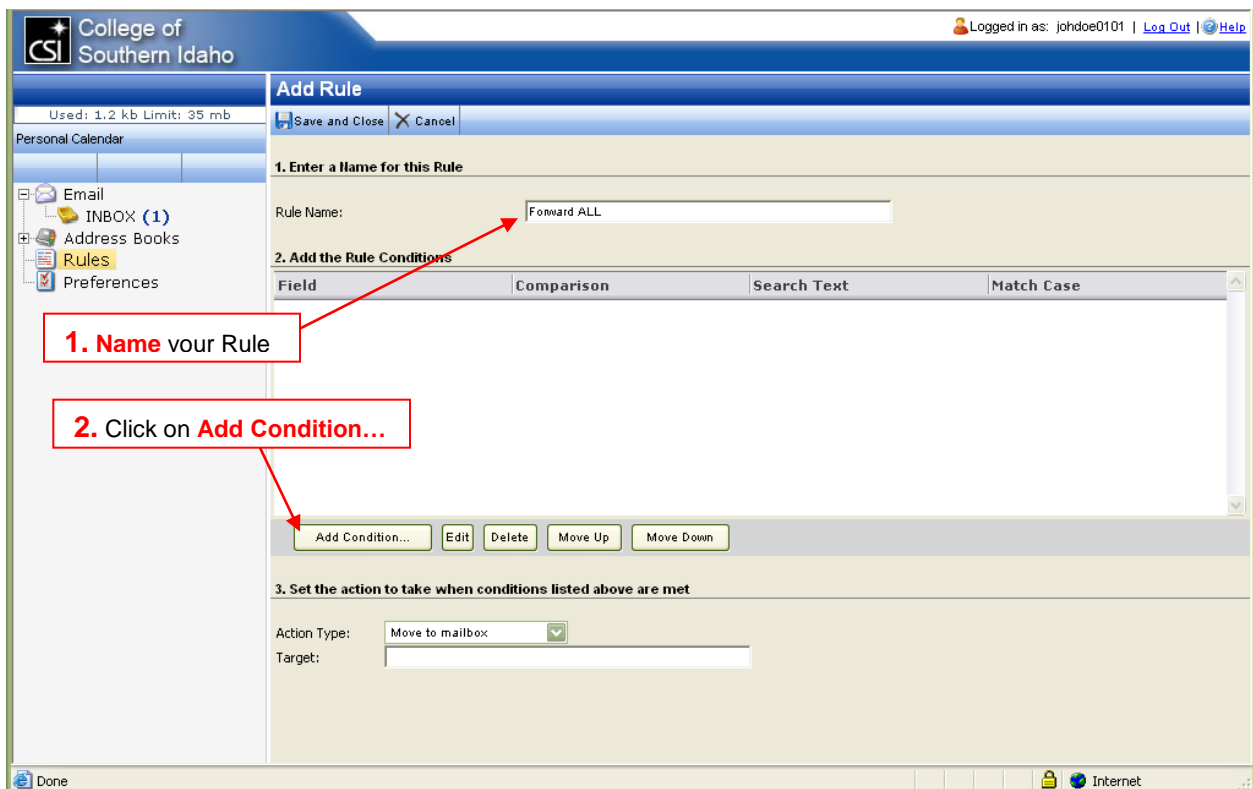
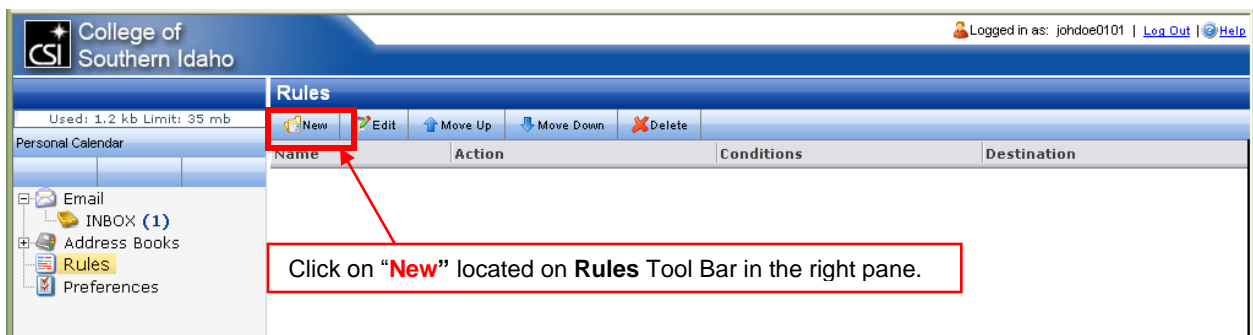
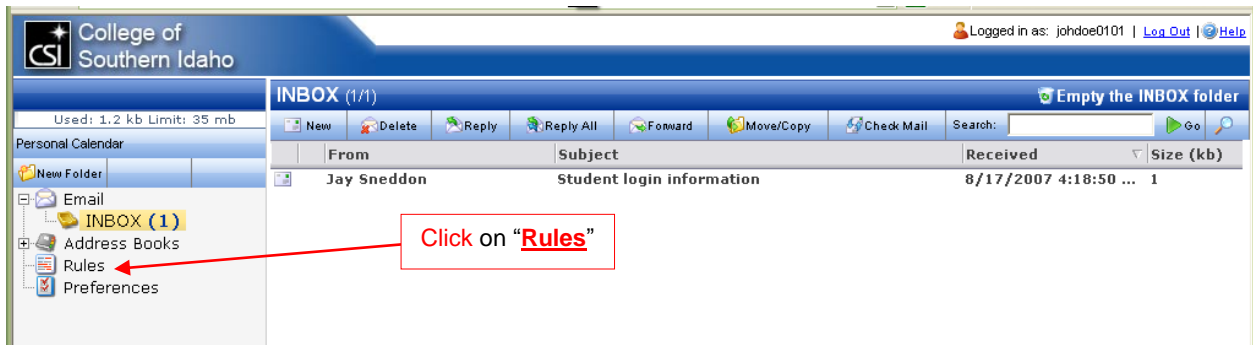


## How do I forward ALL E-mail from my CSI account to my Home account?



College of Southern Idaho

Used: 1.2 kb Limit: 35 mb

Personal Calendar

Email

INBOX (1)

Address Books

Rules

Preferences

Logged in as: johndoe0101 | Log Out | Help

### Add Rule

Save and Close X Cancel

1. Enter a Name for this Rule

Rule Name: Forward ALL

3-A. Choose To

2. Add the Rule Conditions

Field	Comparison	Search Text	Match Case
To	Contains	johndoe0101@students.i	<input type="checkbox"/> Match Case

Define Condition

Where: To

Comparison:  Contains  Does NOT Contain

Search: johndoe0101@students.i  Match Case

3-B. Choose

3-C. Type: **username@students.csi.edu**

3-D. Click on Save

Save Cancel

3. Set the action to take when conditions listed above are met

Action Type:

Target:

Done Internet

Microsoft Internet Explorer

You have entered special characters in the search string. If you wish to use the special characters as designed, click cancel. Otherwise, click OK and the search string will be configured to search for the literal characters.

OK Cancel

4: Click on OK

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Personal Calendar

Email

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Rules

Preferences

Logged in as: johndoe0101 | Log Out | Help

### Add Rule

Save and Close X Cancel

1. Enter a Name for this Rule

Rule Name: Forward ALL

2. Add the Rule Conditions

Field	Comparison	Search Text	Match Case
To Address	Contains	johndoe0101@csi.edu	No

3. Set the action to take when conditions listed above are met

Action Type: Forward

Target: Enter email address

5. Click on the **Action Type** drop down arrow & select **Forward**.

6. Type your personal e-mail address in the **Target** field.

Done Internet

7. Next click on **Save & Close** button located at the top of the **Add Rule** screen.

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Personal Calendar

Save New Rule

1. Enter a name for this Rule

Rule Name: Forward ALL

2. Add the Rule Conditions

Field	Comparison	Search Text	Match Case
To Address	Contains	johndoe0101@csi.edu	No

Add AND/OR... Edit Delete Move Up Move Down

3. Set the action to take when conditions listed above are met

Action Type: Forward

Target: JohnDoeHOME@msn.com

javascript: \_\_doPostBack("lnkSave\$ctl1","")

This is how your rule will look after you have clicked on the Saved & Close button.

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Personal Calendar

Rules

Name	Action	Conditions	Destination
Forward ALL	Forward	T~Johndoe0101@students\..csi\..edu	JohnDoeHOME@msn.com