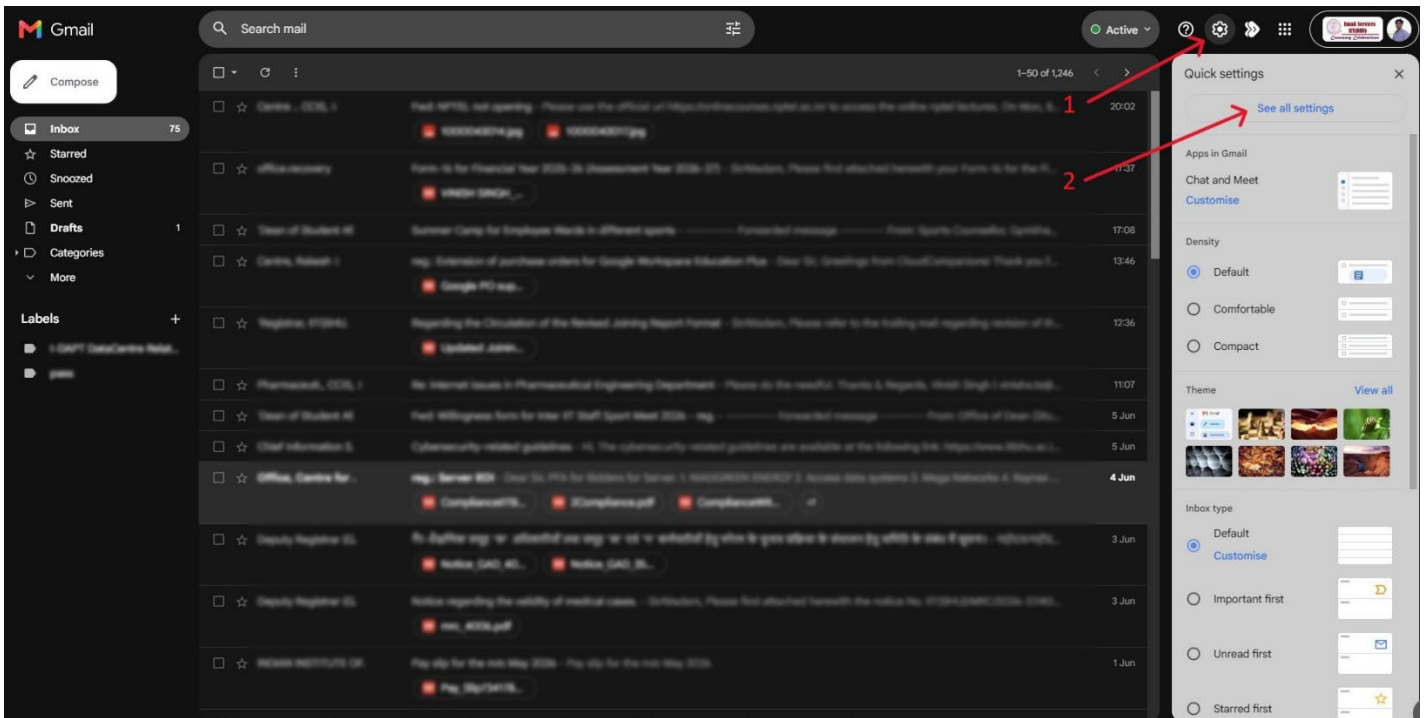
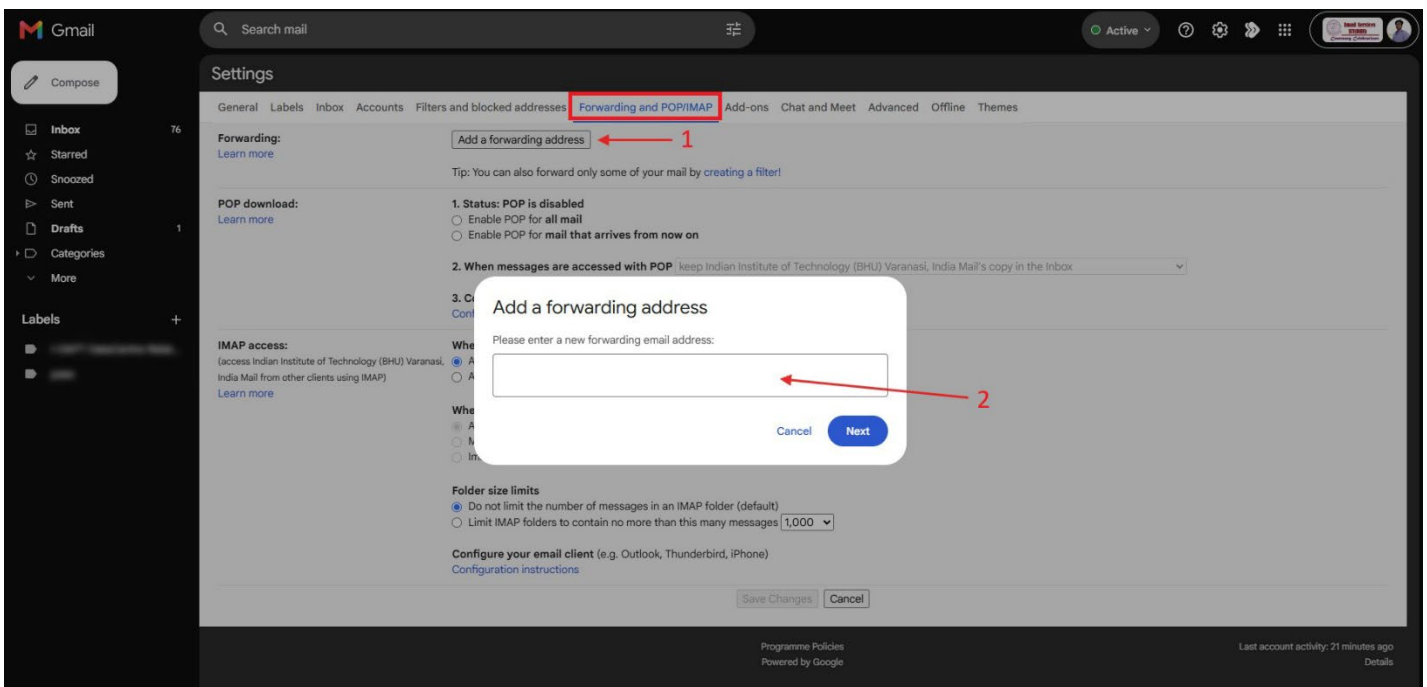


Steps for email forwarding

- Navigate to settings icon ⚙️ > click “See all settings”.



- Go to “Forwarding and POP/IMAP” tab, click on “Add a forwarding address”, a popup will appear, enter an email address to receive the forwarded emails.
- A verification email will be sent to your entered email address, click on the verification link and click on ‘Confirm’.



- Under ‘Forwarding’ option select second bullet option, enter email id to receive the forwarded emails and select the desired option from the dropdown menu. Click on “Save Changes”
- You can also disable the email forwarding by selecting the first bullet option under the ‘Forwarding’ option.

Gmail

Compose

Inbox76

Starred

Snooked

Drafts1

Categories

More

Labels

I-DAPT DataCentre Relat...

pass

Search mail

Active

Settings

GeneralLabelsInboxAccountsFilters and blocked addressesForwarding and POP/IMAPAdd-onsChat and MeetAdvancedOfflineThemes

Forwarding:

Disable forwarding

Forward a copy of incoming mail to

keep Indian Institute of Technology (BHU) Varanasi, India Mail's copy in the Inbox

 and

keep Indian Institute of Technology (BHU) Varanasi, India Mail's copy in the Inbox

Tip: You can forward specific messages using filters

POP download:

Learn more

1. Status: POP is disabled

Enable POP for all mail

Enable POP for mail that arrives from now on

2. When messages are accessed with POP

keep Indian Institute of Technology (BHU) Varanasi, India Mail's copy in the Inbox

3. Configure your email client (e.g. Outlook, Eudora, Netscape Mail)

Configuration instructions

IMAP access:

(access Indian Institute of Technology (BHU) Varanasi, India Mail from other clients using IMAP)

Learn more

When I mark a message in IMAP as deleted:

Auto-Expunge on - Immediately update the server. (default)

Auto-Expunge off - Wait for the client to update the server.

When a message is marked as deleted and expunged from the last visible IMAP folder:

Archive the message (default)

Move the message to the Bin

Immediately delete the message forever

Folder size limits

Do not limit the number of messages in an IMAP folder (default)

Limit IMAP folders to contain no more than this many messages

1,000

Configure your email client (e.g. Outlook, Thunderbird, iPhone)

Configuration instructions

Save Changes

Cancel

Programme Policies

Powered by Google

Last account activity: 34 minutes ago

Details

-----X-----