Forward MSD 549C Google Email to Another Email Account

1. Log in to your MSD 549 Google Email account. https://mail.google.com
2. Click on the gear icon in the upper right hand corner and select Settings.
3. Click on the tab Forwarding and POP/IMAP.
4. Check Forward a copy of incoming email→then click on Add a forwarding address.
5. Enter the email address where you want to forward your Google email and click Next.
6. You will get a confirmation for the forwarding email address. If correct, click Proceed.
7. You will see a message that a confirmation code has been sent. Click OK.
8. Open the email account that you are forwarding to and open the new confirming email.
9. Click the link in the email to confirm your request to forward the email.
10. Verify that the forwarding email address is selected in the Forward a copy of incoming mail to…
11. Click Save Changes.

Your Google email will now forward all messages to the email address you added.