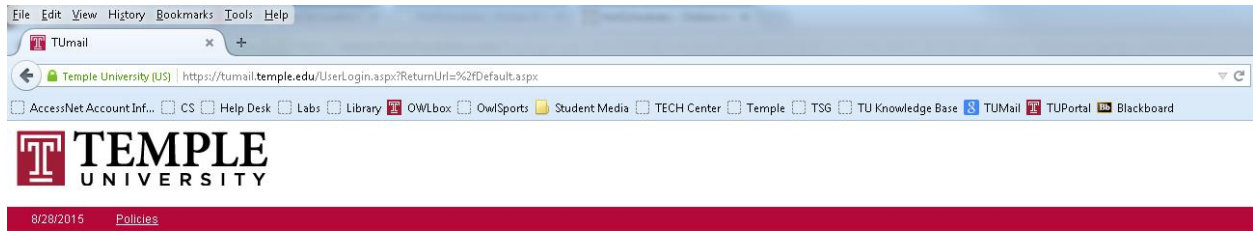
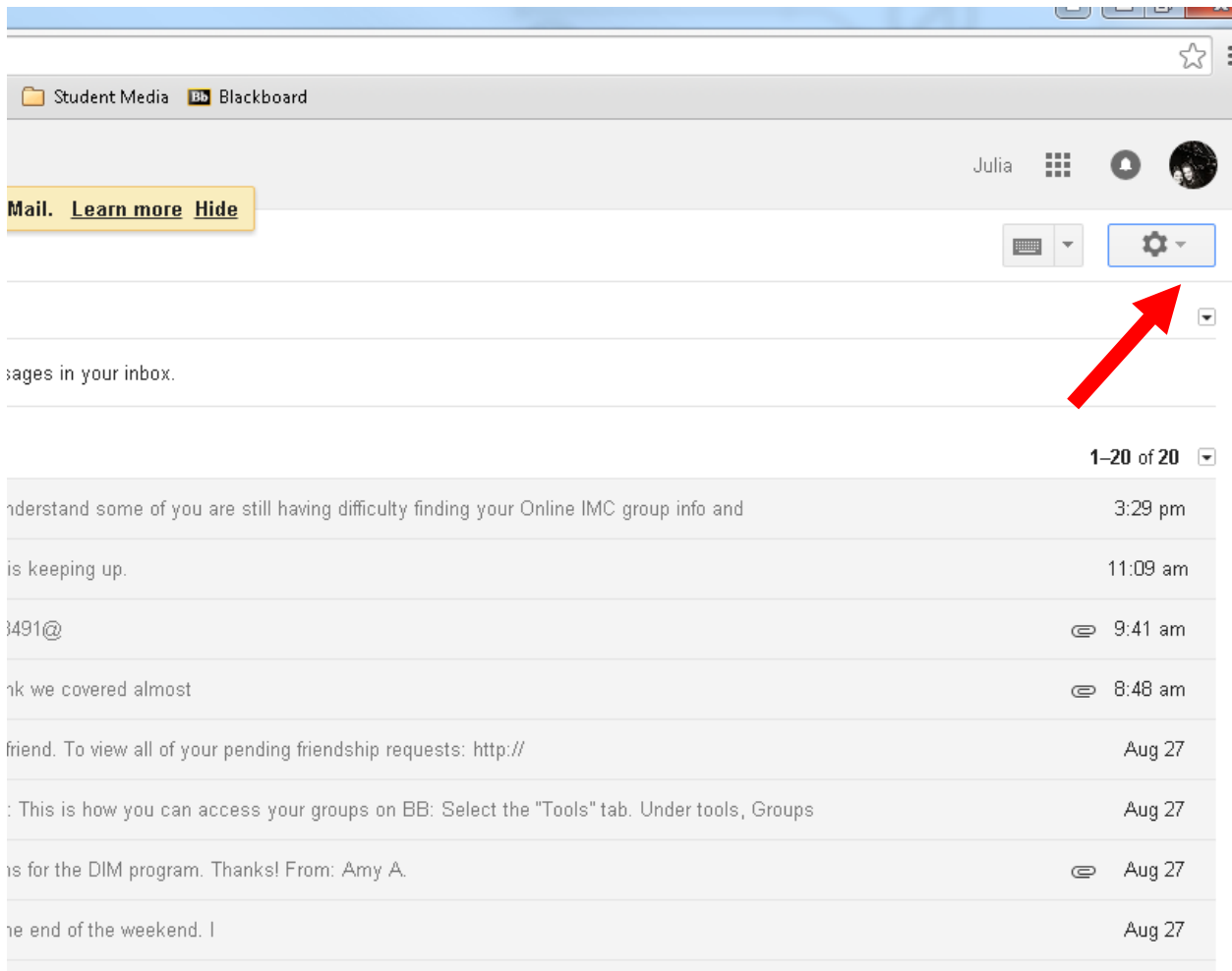


# 1. Log into your TUmial account



# 2. Click on the wheel in the upper-right corner and select **Settings**



### 3. Click on the “Forwarding and POP/IMAP” tab

#### Settings

General Labels Inbox Accounts Filters **Forwarding and POP/IMAP** Chat Labs Offline Themes

Language: Temple University Mail display language: English (US) [Change language settings for other Google](#)

**Enable input tools** - Use various text input tools to type in the language of your choice - [Edit tools](#) - [Learn more](#)

**Right-to-left editing support off**


**Right-to-left editing support on**

Phone numbers: Default country code: United States

Maximum page size: Show 50 conversations per page  
Show 250 contacts per page

Images:  **Always display external images** - [Learn more](#)  
 **Ask before displaying external images**

Default reply behavior:  **Reply**  
 **Reply all**  
[Learn more](#)



### 4. Click the “Add a forwarding address” button

#### Settings

General Labels Inbox Accounts Filters **Forwarding and POP/IMAP** Chat Labs Offline Themes

**Forwarding:** [Learn more](#)

Tip: You can also forward only some of your mail by [creating a filter!](#)

**POP Download:** [Learn more](#)

**1. Status: POP is enabled** for all mail that has arrived since 4/2/12


Enable POP for **all mail** (even mail that's already been downloaded)

Enable POP for **mail that arrives from now on**

**Disable POP**

**2. When messages are accessed with POP** keep Temple University Mail's copy in the Inbox

**3. Configure your email client** (e.g. Outlook, Eudora, Netscape Mail)  
[Configuration instructions](#)



## 5. Enter your alternative e-mail address

2. When messages are accessed with POP keep Temple University Mail's copy in the Inbox

3. Configure your email client (e.g. Outlook, Eudora, Netscape Mail)  
[Configuration instructions](#)

Status: **IMAP is enabled**

- Enable IMAP
- Disable IMAP

When I mark a message

- Auto-Expunge on - Im
- Auto-Expunge off - W

When a message is marked

- Archive the message
- Move the message to
- Immediately delete th

Folder Size Limits

- Do not limit the number of messages in an IMAP folder (default)
- Limit IMAP folders to contain no more than this number of messages 4,000

Add a forwarding address

Please enter a new forwarding email address:

Next Cancel

## 6. Click "Proceed"

### Settings

General Labels Inbox Accounts Filters Forwarding and POP/IMAP Chat Labs Offline Themes

**Forwarding:**  
[Learn more](#)

[Add a forwarding address](#)

Tip: You can also forward only some of your mail by [creating a filter!](#)

**POP Download:**  
[Learn more](#)

1. Status: **POP is enabled** for all mail that has arrived since 4/2/12

- Enable POP for **all mail** (even mail that's already been downloaded)
- Enable POP for **mail that arrives from now on**
- Disable** POP

2. When messages are accessed with POP keep Temple University Mail's copy in

3. Configure your email client (e.g. Outlook, Eudora, Netscape Mail)  
[Configuration instructions](#)

**IMAP Access:**  
(access Temple University Mail from other clients using IMAP)  
[Learn more](#)

Status: **IMAP is enabled**

Confirm forwarding address - Google Chrome

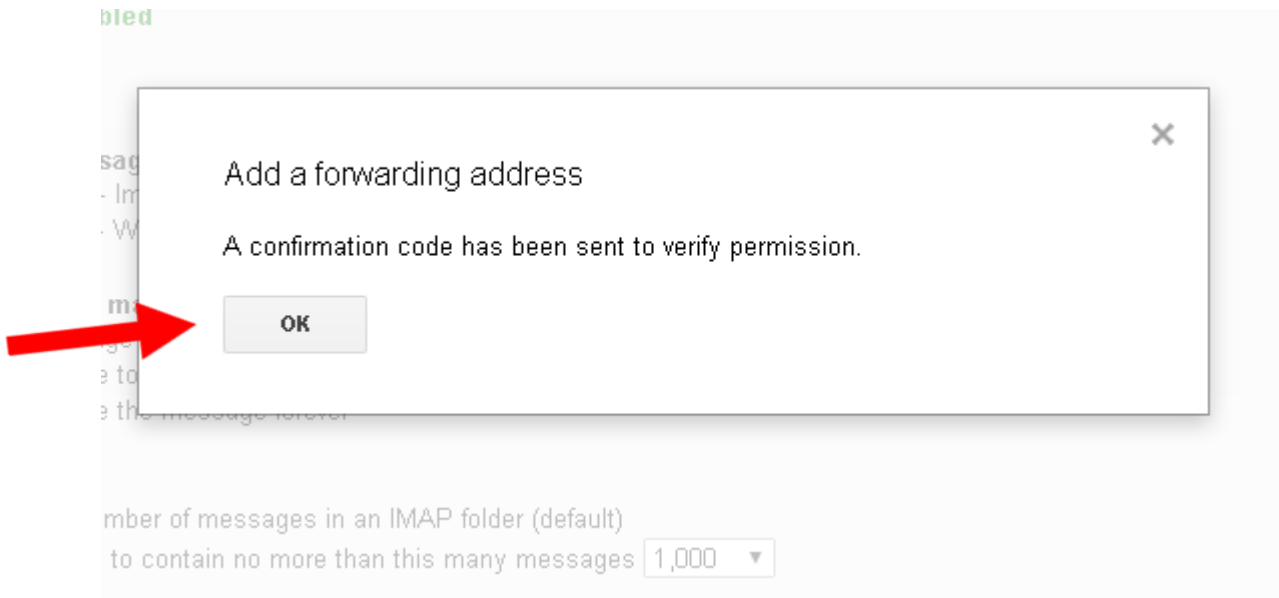
<https://mail-settings.google.com/mail/u/0/?scd=1&mfea=0C>

Forwarding mail to **knablej@gmail.com**

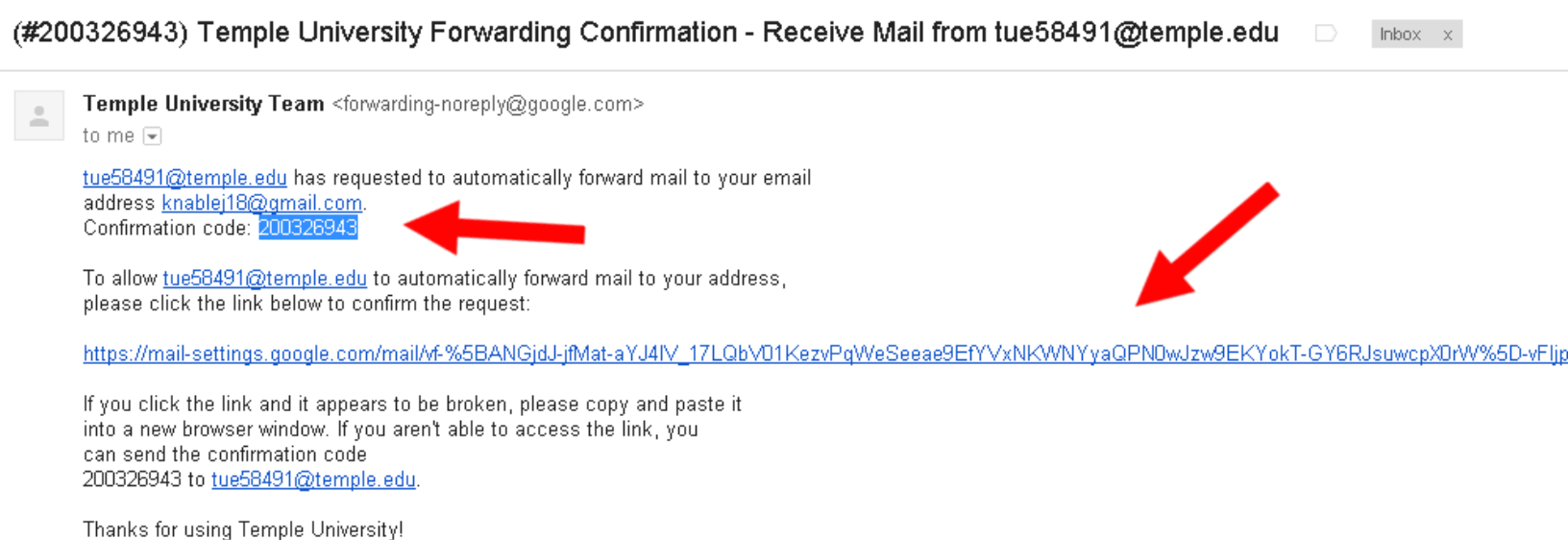
Proceed Cancel

Folder Size Limits

7. Press "OK"



8. Log into your alternative address and open the e-mail from Temple University Team. Copy the confirmation code. Then click the link below to confirm the request



## 9. Press "Confirm"



### Confirmation

Please confirm forwarding mail of [tue58491@temple.edu](mailto:tue58491@temple.edu) to [knablej18@gmail.com](mailto:knablej18@gmail.com).

Confirm



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### Confirmation Success!

[tue58491@temple.edu](mailto:tue58491@temple.edu) may now forward mail to [knablej18@gmail.com](mailto:knablej18@gmail.com).

- Return back to the POP/IMAP tab on your Temple e-mail and paste the verification code. Click on the specific forwarding setting you would like. Then, click "**Save Changes**" at the bottom of the screen

#### Forwarding and POP/IMAP [Chat](#) [Labs](#) [Offline](#) [Themes](#)

Disable forwarding

Forward a copy of incoming mail to  and