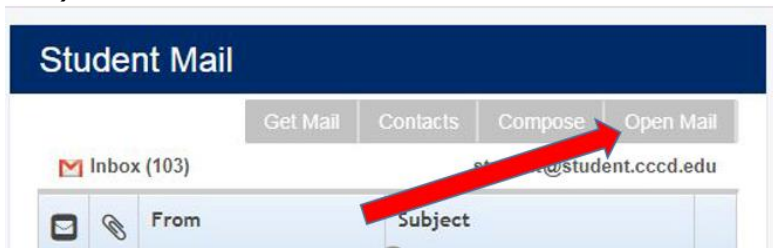
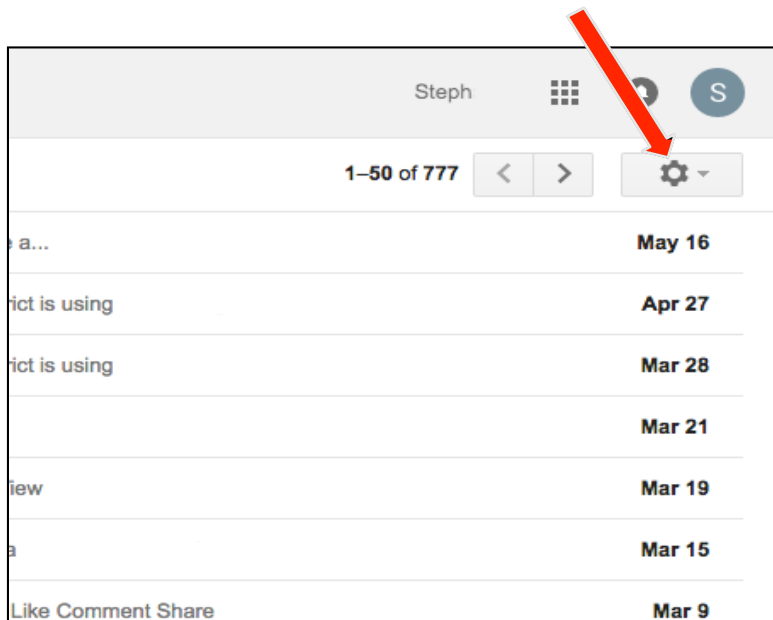


## How to Forward your Student Gmail

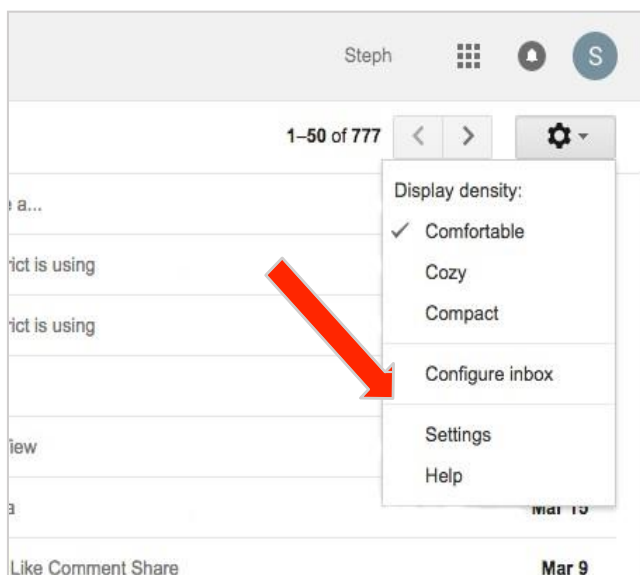
1. Locate your Student Mail in MyOCC.
2. Click on **Open Mail** (Make sure your pop-up blockers are turned off.)



3. Click on **Gear/Flower**

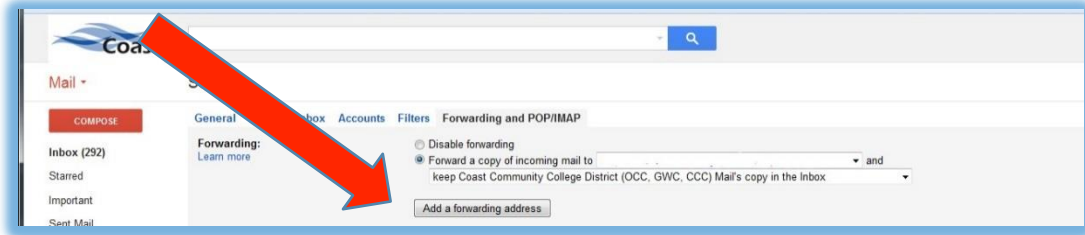


4. Click on **Settings:**



# How to Forward your Student Gmail

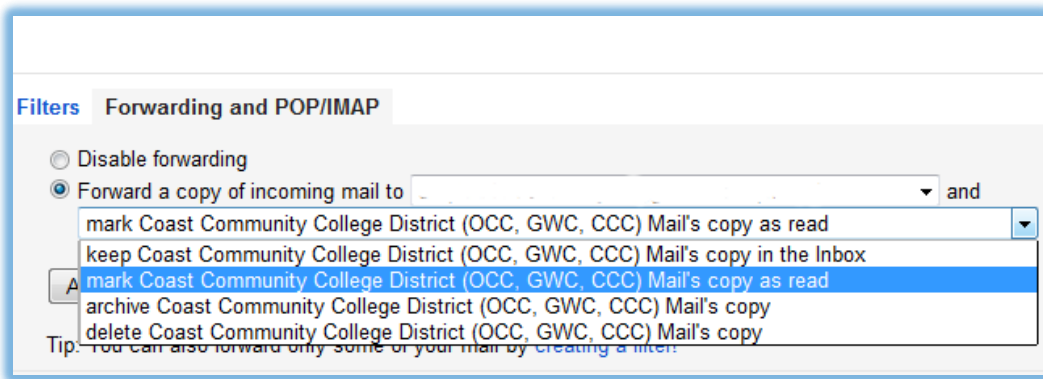
5. Click on **Add a forwarding address:**



6. Type in an address (Example: Gmail, Yahoo, AOL, etc.)

7. Then click **next**.

8. Once your emails are forwarded to you, what do you want the student account to do? Pick one:



9. Make sure to click **SAVE CHANGES**

