



FORWARDING YOUR ISLANDER EMAIL TO A PERSONAL EMAIL ADDRESS

1. Go to <http://islander.tamucc.edu/mail>
2. In the Name field, enter the UserID you were given when you activated your e-mail account. In the Password field, enter the e-mail password you were given. Click Submit.
3. Congratulations! You have now logged into your Islander e-mail account!
4. Once you are logged into your Islander e-mail click the **Options tab** on the top of the screen.
5. After clicking on the Options tab, several options will appear. Choose the **Mail Forwarding** option.
6. Click the box option: **Forward incoming messages to addresses listed below**.
7. In the **Forwarding Email Addresses** box, list email addresses you would like your student email forwarded to (one per line).
8. Click **submit**.
9. A **red alert**: "Settings Saved" will appear. This confirms the forwarding option has been activated.