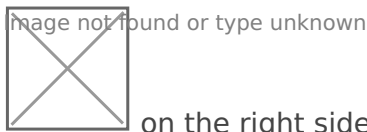


Automatically forwarding emails

You can let emails be automatically forwarded to another address.

How to automatically forward emails:



1. Click the **Settings** icon on the right side of the menu bar. Click on **Settings**.

2. Click on **Mail** in the sidebar.

Click on **Auto forward ...** in the display area. The **Auto forward** window opens.



3. Enable the **Auto forward** button.

Enter the email address to which you want to forward the messages.

In order to keep a copy of the email, enable **Keep a copy of the message**.

The auto forwarding will be entered as email filter. If additional filter rules are to be applied after the auto forwarding, enable **Process subsequent rules**. You can also edit the auto forwarding in the email filter settings.

4. Click on **Apply changes**.

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