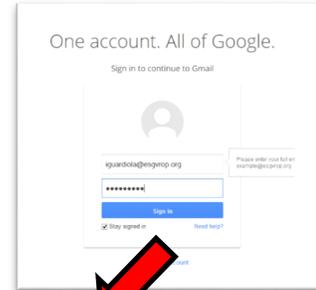
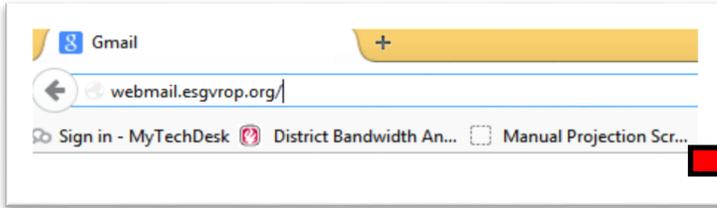




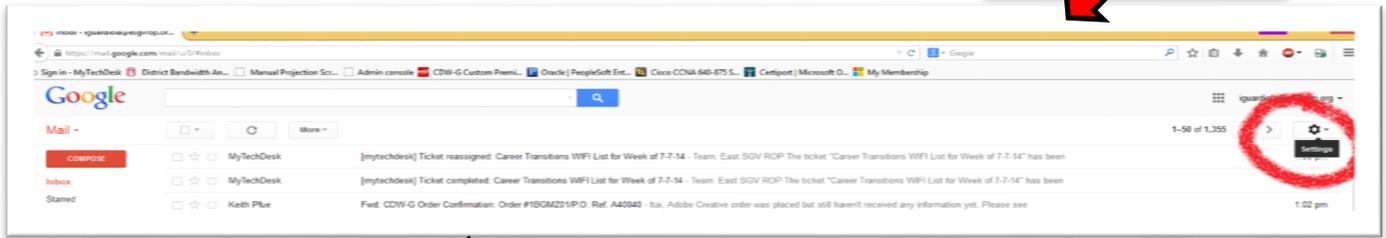
Forwarding Your ESGVROP Email to Another Email Account

1. Go to webmail.esgvrp.org

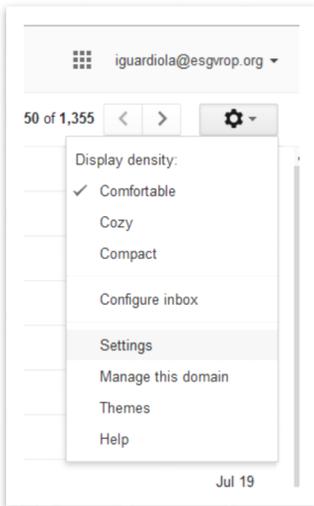
2. Log in using your email account and password



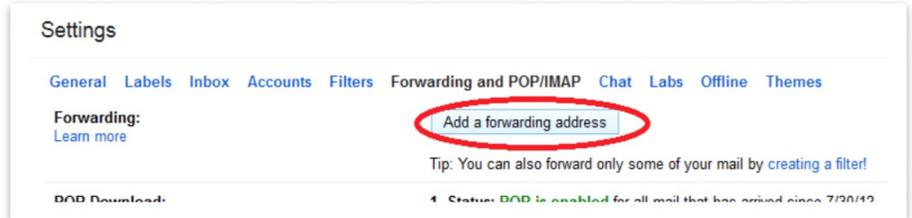
3. Go to the right side of the browser and click the gear icon



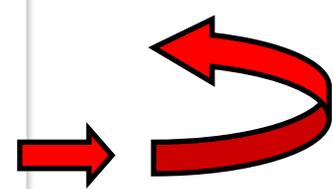
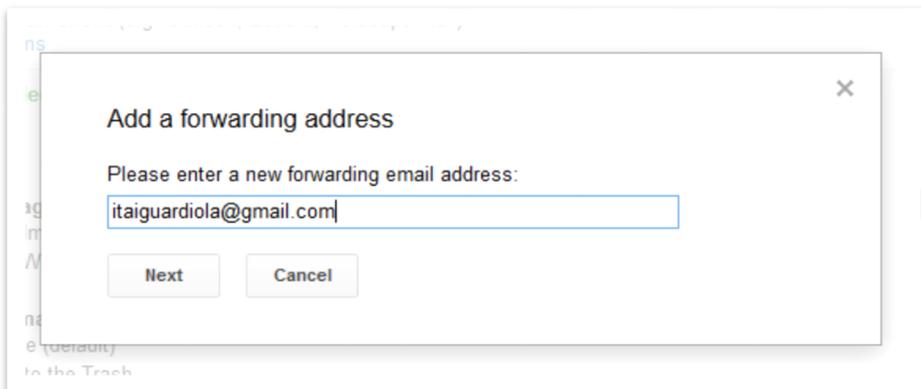
4. Click on settings



5. Under Forwarding and POP/IMAP Click add a forwarding address

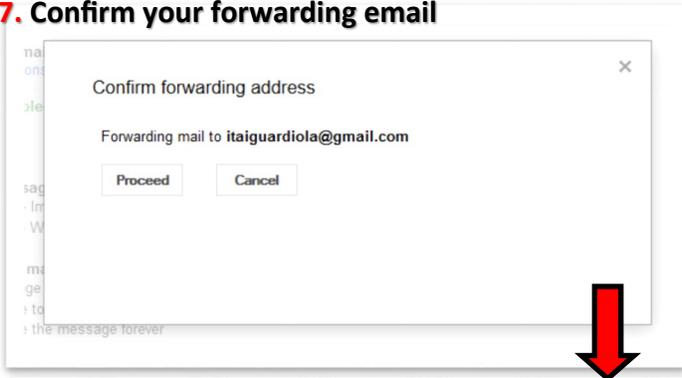


6. Add the e-mail address you would like to forward to

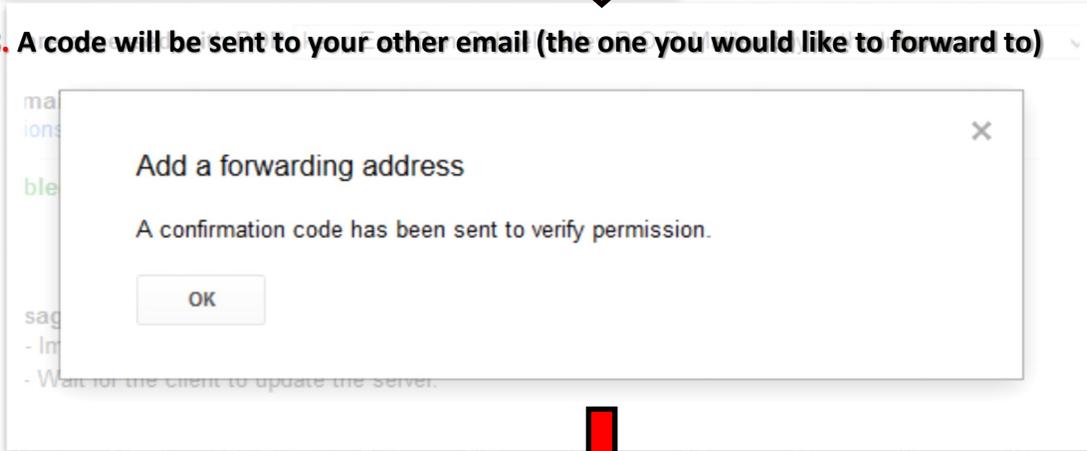


**Directions continue on
Back**

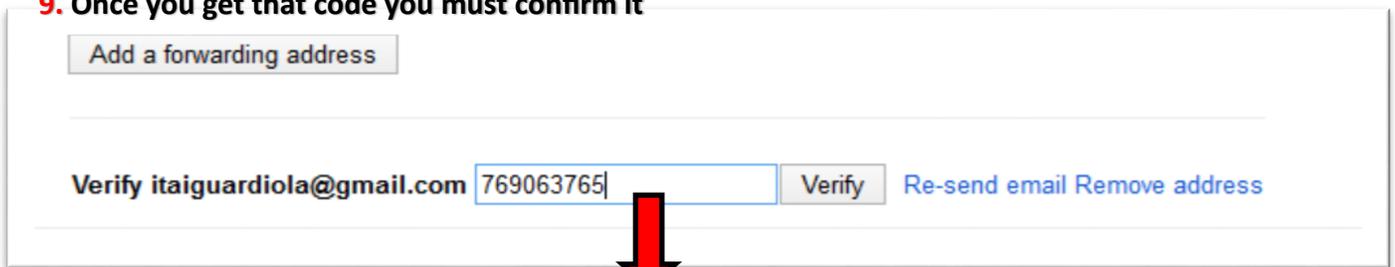
7. Confirm your forwarding email



8. A code will be sent to your other email (the one you would like to forward to)



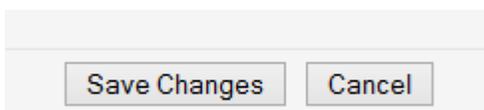
9. Once you get that code you must confirm it



10. Make sure to click "Forward a copy of incoming email to"



11. Click save changes at the bottom



All Done!