

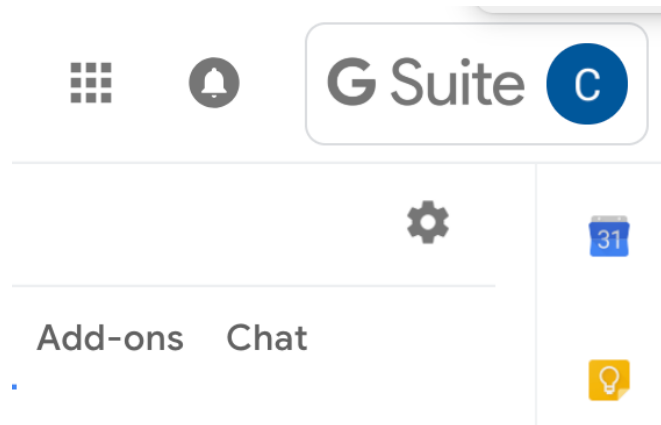
## How to turn on automatic forwarding of a @wbcci.net or @airstreamclub.net email account to another account.

1. On your computer, open **Gmail** using the **account** you want to **forward** messages from, i.e. [024president@airstreamclub.net](mailto:024president@airstreamclub.net)

You can access the email using this URL: [mail.google.com/a/wbcci.net](mailto:024president@airstreamclub.net)

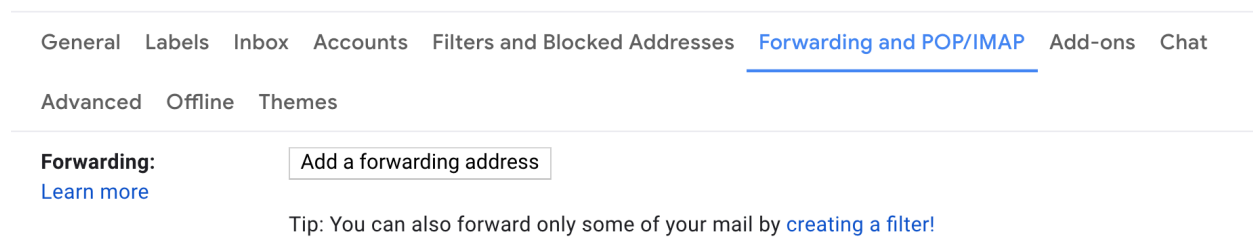
Use the password you were sent from the ECC member handling your unit or region or an email directly from wbcci.net.

2. In the top right, click Settings (the GEAR icon).



3. Click on Settings
4. Click the **Forwarding and POP/IMAP** tab near the top of the screen.

### Settings



5. In the "Forwarding" section, click Add a **forwarding address**.

6. Enter the email **address** you want to **forward** messages to.

**Important:** Be sure your set the “2. When messages are accessed with POP to DELETE WBCCI.net Mail’s Copy

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Verify **cbshear@gmail.com**   [Re-send email](#) [Remove address](#)

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**1. Status: POP is enabled** for all mail that has arrived since 1/13/12

- 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**  

**3. Configure your email client** (e.g. Outlook, Eudora, Netscape Mail)

[Configuration instructions](#)

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Click on “Save Changes”

**7. You will receive a confirmation email at the address you want to forward messages to. n**The email will contain either a Confirmation Code to enter into the original forwarding box or a link to click to accept the forwarding, which is much easier.

This confirmation step is necessary because without it you could forward email to literally hundreds of people without their permission!

For questions about this process, email [ecc@airstreamclub.net](mailto:ecc@airstreamclub.net)