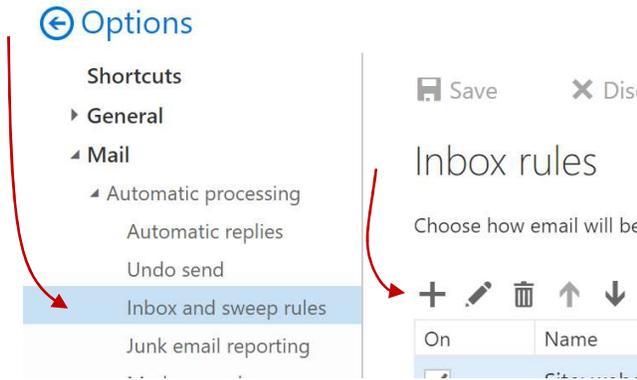
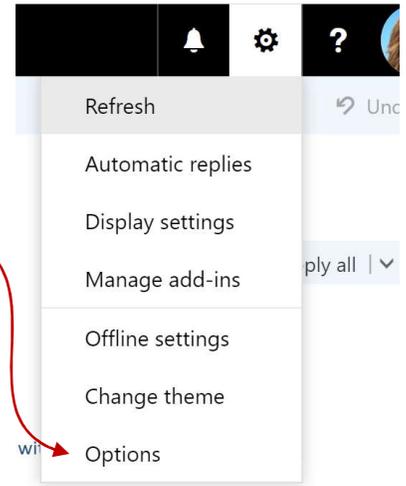
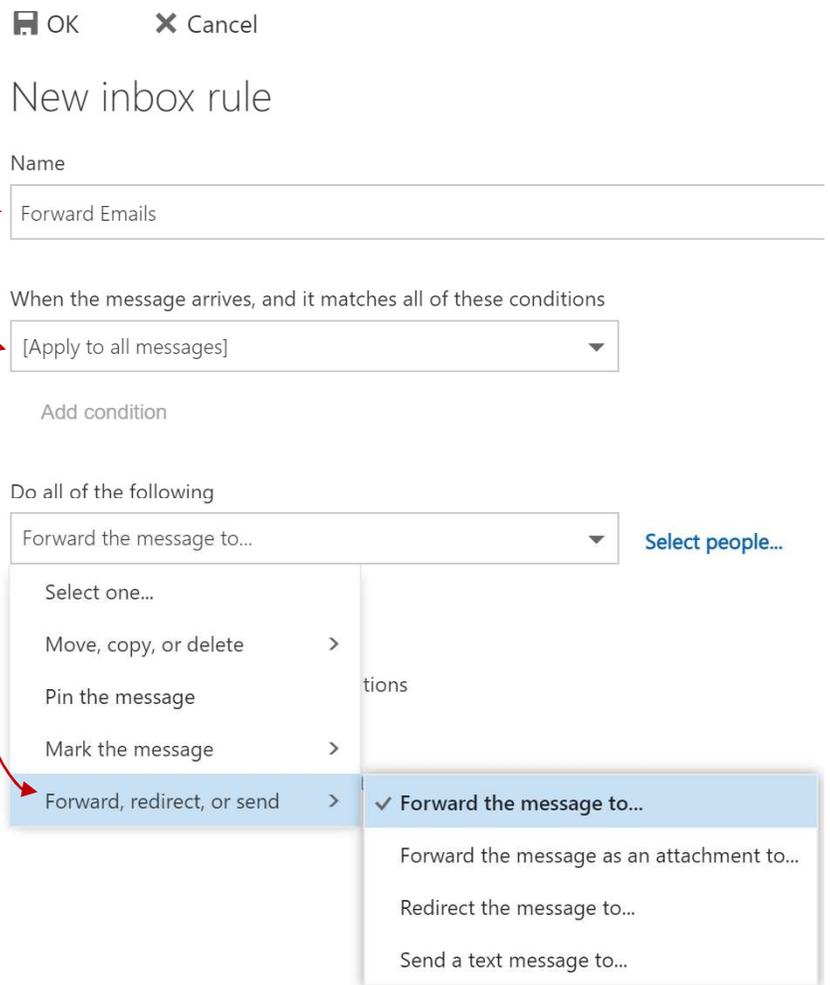


# How to Forward BC Email to your Personal Email

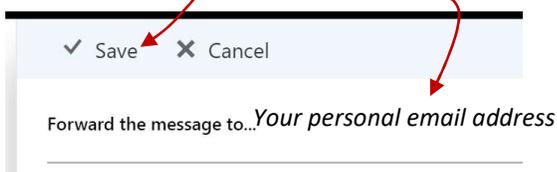
1. Login to your college email at [mail.college.bm](http://mail.college.bm)
2. Select the settings (gear icon) in the top right and choose 'Options'.
3. Click 'Inbox and sweep rules' then click on the + to add a new rule.



4. Type a name for your rule.
5. Under 'When the message arrives', select 'Apply to all messages'.
6. Under 'Do the following', select 'Forward, redirect, or send >' then choose 'Forward the message to...'.



7. Enter your personal email address and click 'Save'.



8. Choose OK to save all your selections.



New inbox rule