How to forward GRCC student email to other email account

**Step 1:** Open Windows Live to sign into your GRCC student email account

**Step 2:**
Click **Options**
and click **More options...**

**Step 3:** Click **Forward mail to another e-mail account**
Step 4:

Check

Forward your mail to the following e-mail accounts

Type your other email address

Check

Keep a copy of forwarded messages in your Windows Live inbox.

and click

Done

Your GRCC student mails will be forward to your other email account.

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