Delgado
COMMUNITY COLLEGE

HOW TO FORWARD DELGADO EMAIL TO YOUR PERSONAL EMAIL ACCOUNT

1. Navigate your browser to: **www.dcc.edu.**

2. Click on **Quick Links** > **Email Login > Continue to login.**

3. Enter your Delgado username and password.

4. Click on the **Settings** icon ⚙ located at the top right hand of the screen.

5. Under **My app settings**, select **Mail.**

6. Under **Mail > Accounts,** select **Forwarding.**

7. Click **Start forwarding** then enter the email address you want to forward your Delgado email to.

8. Tap **Save**.

If you encounter any problems call the OIT Helpdesk at (504) 671-5500.