

How to forward KU Mail to other e-mail address

May 30, 2012

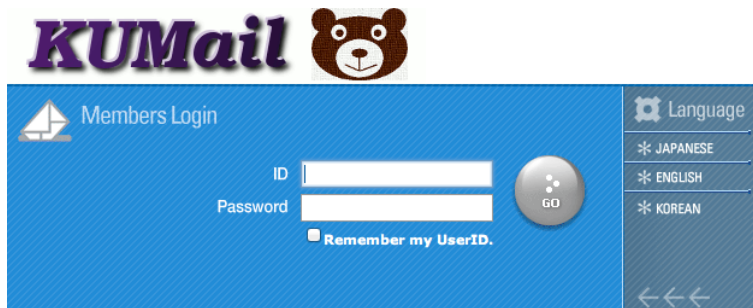
Center for Southeast Asian Studies, KU: Kitani.

1. Access to <https://mail.iimc.kyoto-u.ac.jp> and click on “English” link.

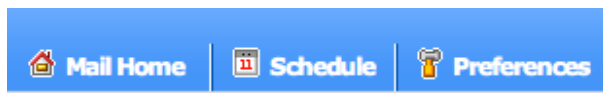
And then, please sign in.

- ID: SPS-ID

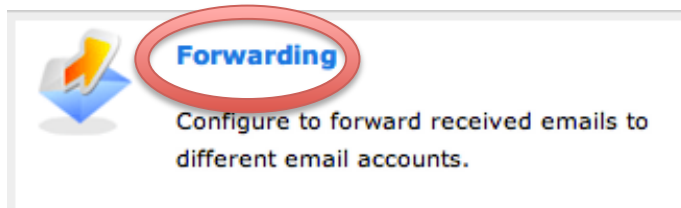
* If you forgot the ID or password, please contact the digital administrative promotion office in the information division (075-753-2198)



2. Click on “Preferences” in the upper menu.



3. Click on “Forwarding”.



4. Input your forwarding e-mail address in “Email” item. And then, click on “Add” button.

* If you'd like to add your other e-mail address more, please repeat “step. 4”.

○ Add a Mail Forwarding

Use This Setting	<input checked="" type="radio"/> Use <input type="radio"/> Do not use
Email	<input type="text" value="Forwarding E-mail address"/>