

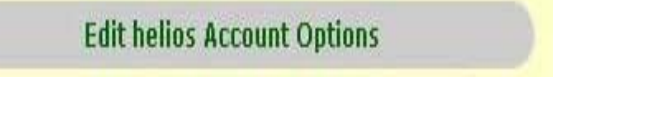
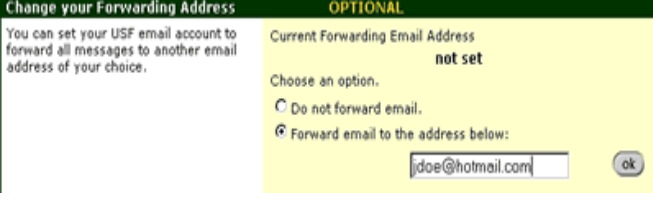


Steps to forward your USF email account	
<p>Step 1: Go to the UNA login page https://una.acomp.usf.edu</p> <p>Step 2: Log into UNA with your NetID and password</p>	 <p>Welcome to NetID Account Management</p> <p>NetID <input type="text"/> password <input type="password"/> <input type="button" value="login"/></p> <p>Did you forget your password?</p> <p>Are you a new user? Sign Up!</p>
<p>Step 3: After logging in you should see a list of your USF accounts (if you have more than one) on the left part of the UNA page.</p> <p>Step 4: Select Helios or Mail from the list to view your Helios or Mail account information.</p>	 <p>accounts</p> <p>NetID suntan ritchie helios</p> <p>logout</p>
<p>Step 5: Select "Edit" helios (or mail) account options on the top of the screen.</p>	 <p>Edit helios Account Options</p>
<p>Step 6: Under the Change your Forwarding Address section, simply choose Forward email to the address below and then enter the email address in the space provided and click ok.</p>	 <p>Change your Forwarding Address OPTIONAL</p> <p>You can set your USF email account to forward all messages to another email address of your choice.</p> <p>Current Forwarding Email Address not set</p> <p>Choose an option.</p> <p><input type="radio"/> Do not forward email.</p> <p><input checked="" type="radio"/> Forward email to the address below:</p> <p><input type="text" value="jdoe@hotmail.com"/> <input type="button" value="ok"/></p>
<p>Note:Make sure you enter the address correctly, a mistake means all your email is sent to the wrong address!</p>	