

Forwarding Your Webmail to a Private Address

You may wish to have your Webmail sent to another email address. By following the directions below, any email addressed to you at FDU will be automatically forwarded to your personal email address.

FAIRLEIGH DICKINSON UNIVERSITY

webmail.fdu.edu

Immediate Login:

Username:

Password:

Log In

[login to webmail](#)

[account maintenance](#)

[request password reminder](#)

[create new webmail account](#)

[view documentation](#)

[webmail FAQ](#)

[subscribe to mail-lists](#)

[search FDU phonelist](#)

For **bold** options, your interaction with the server will be conducted with your browser's security measures in place. [Click to read more about FDU secure servers.]

Secure connection is not required for these options.

- 1) Establish a connection to the Internet.
- 2) Direct your browser to <https://webmail.fdu.edu>.
- 3) Click on **ACCOUNT MAINTENANCE**.

Webmail Account Maintenance

Use this page to update information in your existing account on Webmail. If this is your first time using Webmail, please [create a new account](#).

Login name includes username and domain name:

student example: smth@student.fdu.edu

alumni example: smth@alumni.fdu.edu

employee example: smth@fdu.edu

[create new account](#)

[login](#)

[webmail main page](#)

[documentation](#)

[webmail FAQ](#)

[password reminder](#)

Login Name:

Password:

Submit

- 4) Enter your **LOGIN NAME** (the short 2-8 character name that you made up, followed by @fdu.edu) and **PASSWORD**.

- 5) Click the **SUBMIT** button.

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ACCOUNT MAINTENANCE

Account Maintenance

March 4, 2002

Welcome to FDU's Webmail User Interface

[VIEW DETAILS](#) View or modify the preferences of your account

[CHANGE PASSWORD](#) Change your account password

[MAIL FORWARD DOCS](#)

- 6) Click the **MAIL FORWARD** link at the top right of the window.

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ACCOUNT MAINTENANCE

E-mail Forwarding

Learn the field blank to turn off the message forwarding feature.

Enter the E-mail address you wish to forward all your E-mail to. Then click Submit to save the changes. Click on the blue field name to display help on another value.

CURRENT FORWARDING ADDRESS: N/A

FORWARD ALL MY MESSAGES TO THIS E-MAIL ADDRESS: (Blank for none)

Submit

- 7) Enter your entire email address (e.g. myname@aol.com) in the **FORWARD ALL MY MESSAGES TO THIS E-MAIL ADDRESS EMAIL ADDRESS** field.

- 8) Click the **SUBMIT** button. The address you typed should appear in the "Current Forwarding Address" field.

TO CLEAR FORWARDING, simply click **SUBMIT** when the field is blank. When you are not forwarding, the "Current Forwarding Address" item will read "N/A."