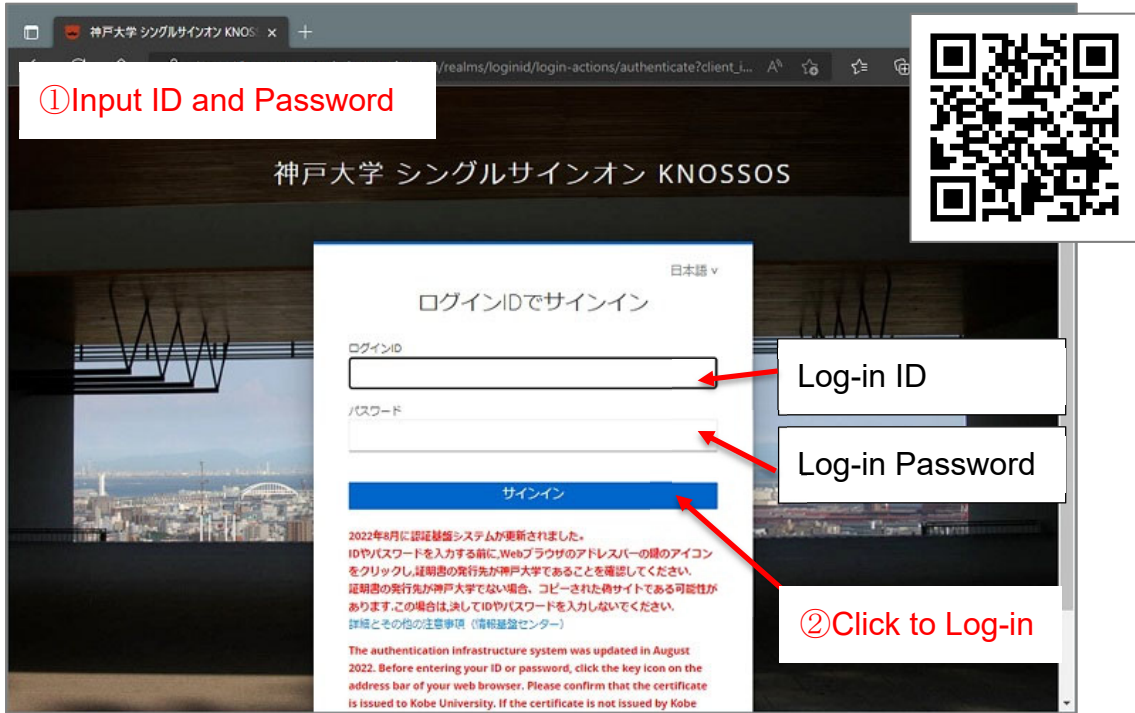


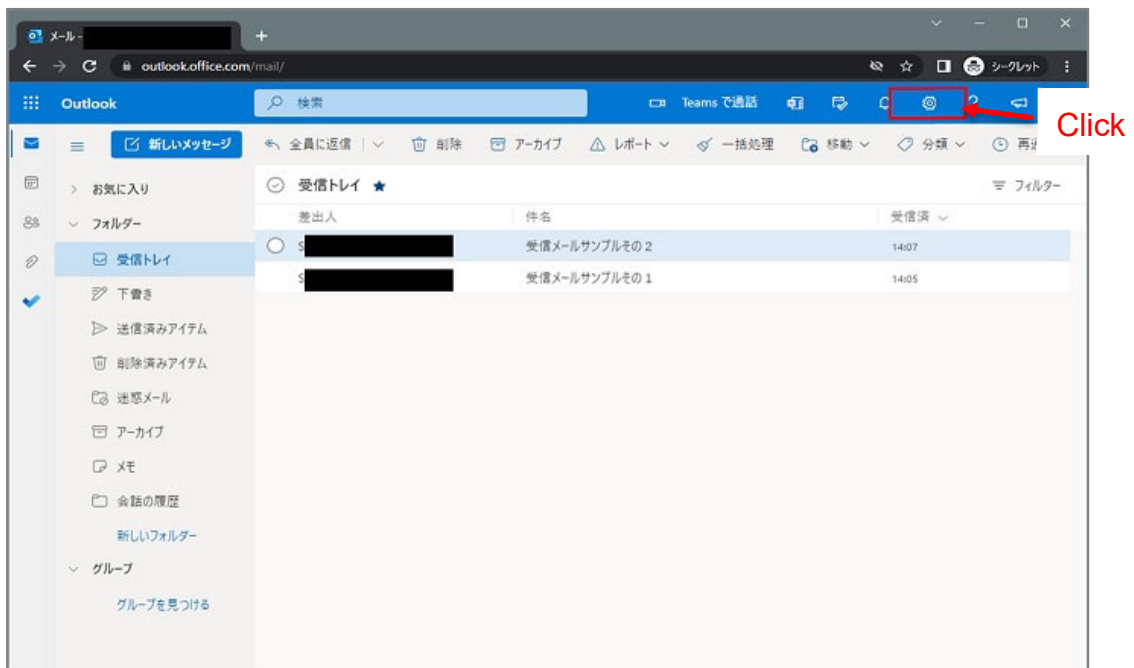
## Setting of sub email address to forward emails

1. Log-in to “Outlook on the web.”

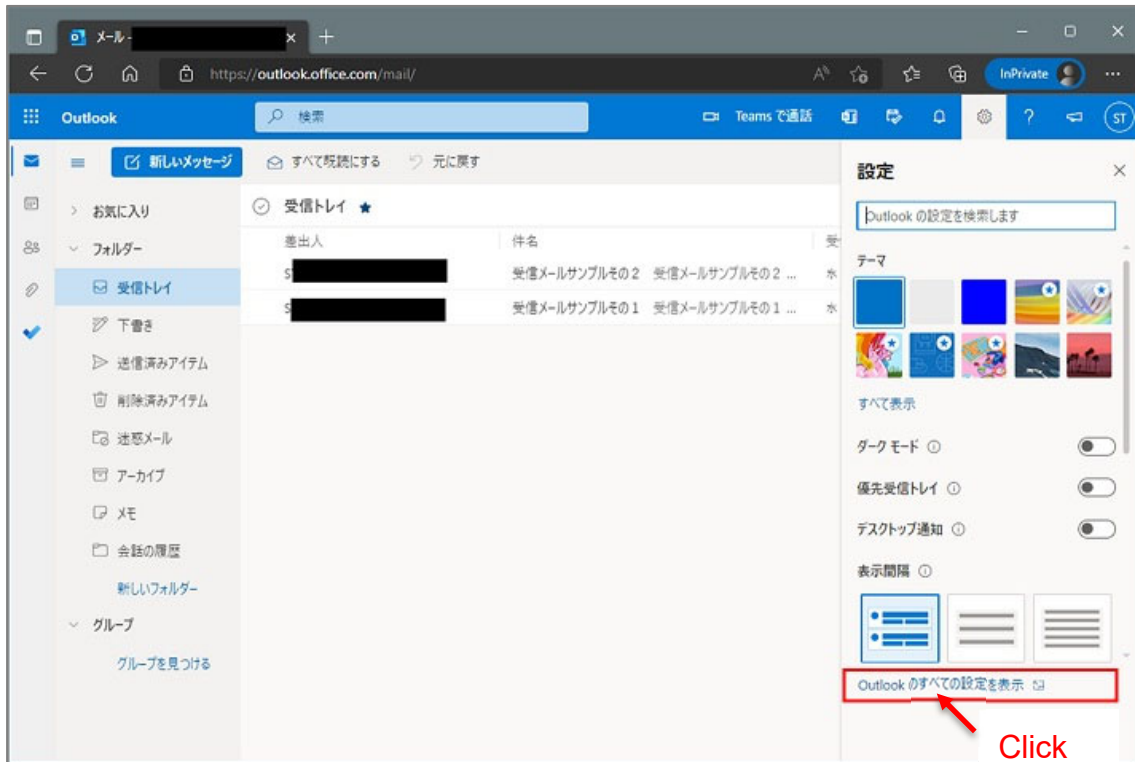
<https://outlook.office365.com/cloud.kobe-u.jp>



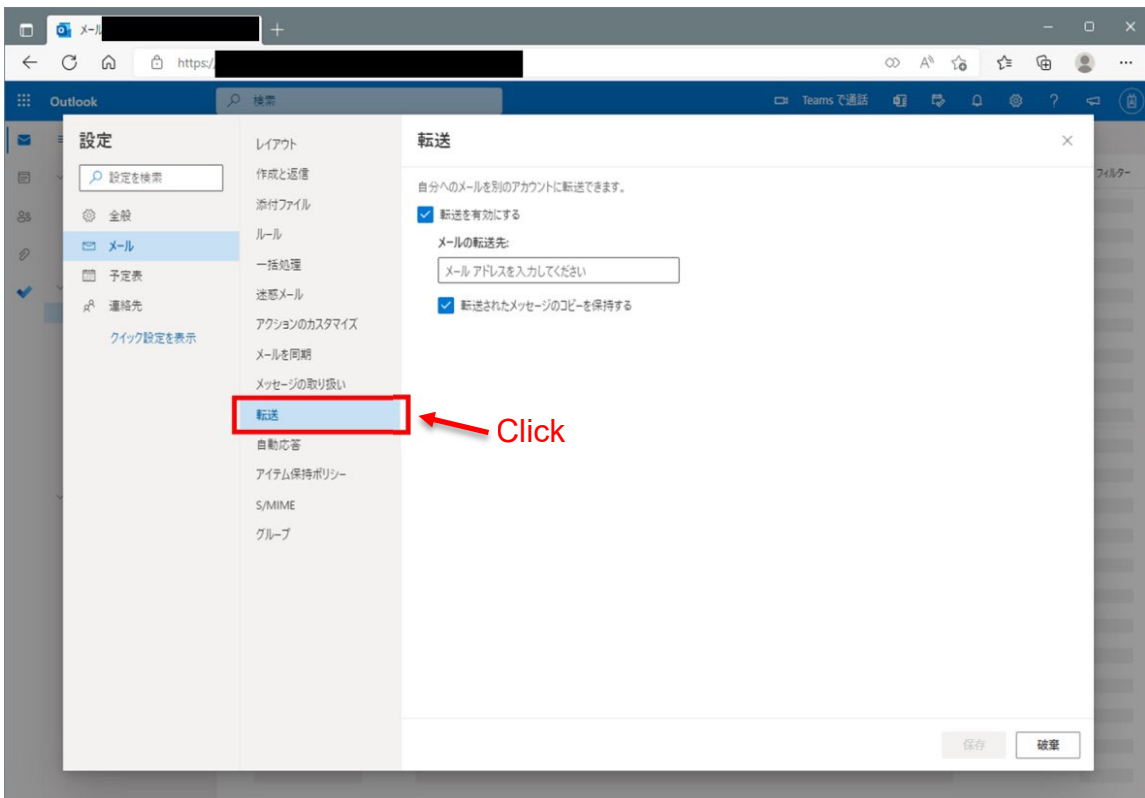
2. Click “Setting” (wheel icon).



3. Click “Outlook のすべての設定を表示.”



4. Select “転送.”



5. Input email address.

