Gmail Tip #33: Auto-forward received Gmail!

Want to use your Gmail account as your main email account but have some or all email auto-forwarded to other email accounts? Well, now you can! Read on for more details…

Gmail has added tha ability to forward received emails in two ways: "All" or "Selective"

"ALL" FORWARDING
This is a "global" setting that lets you optionally forward all received email to another email address. Click on the "Settings" link, and click on the new "Forwarding" tab. In there, you have the option do Disable or Enable email forwarding. Click on Enable, enter the email address to which you want to forward, and then select one of the following self-explanatory actions from the associated dropdown:
-keep Gmail's copy in the Inbox
-archive Gmail's copy
-trash Gmail's copy

This setting will forward all received email to another email address and take the appropriate action on the received email.

"SELECTIVE" FORWARDING
Filters have also been enhanced with a new "Forward it to: emailaddress" action letting you selectivly forward emails based on filter criteria. You can use the same or different email addresss for each filter if you choose providing very powerful email management. For example, I may get statement notifications from a bank and want to auto-copy it to my wife. I just set up a filter to select emails with the bank's sending email address and then select the "Forward it to:" action and enter my wife's email address. Now, she'll get notified also!

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