Forward your Google Account emails to your School Microsoft email.
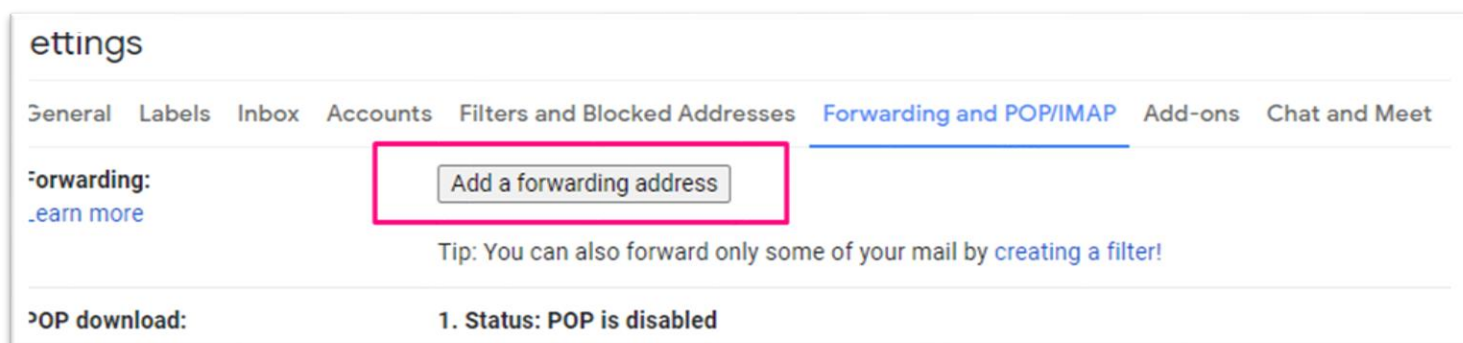
Revised June 2020

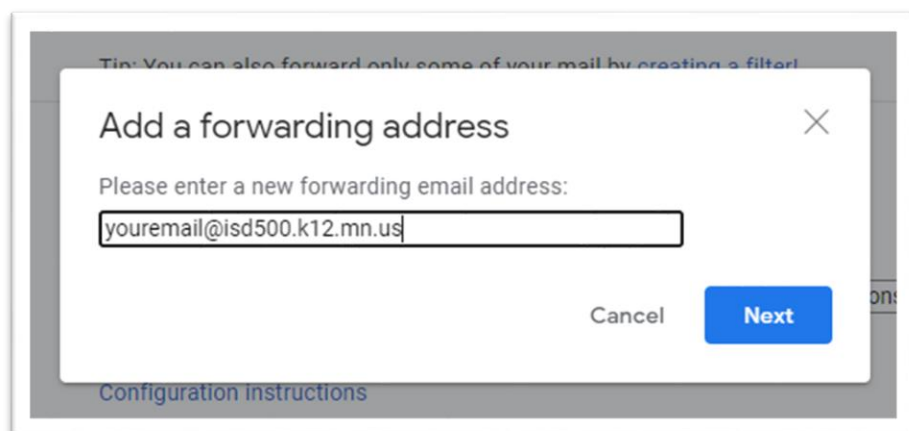First, log into your Google Account and go to your Gmail app.

Click on the Gear Icon (Settings) in the top Right corner of the screen then click on "See all settings"
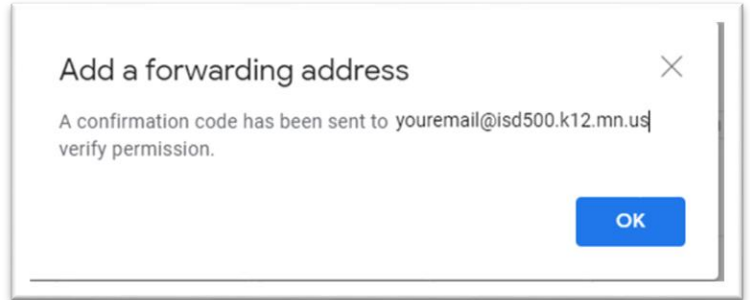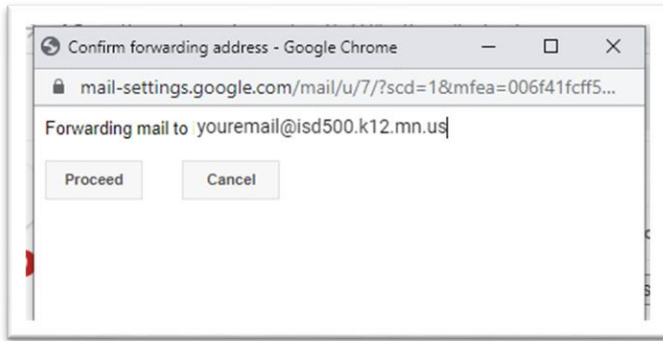

Click on "Forwarding and POP/MAP" tab, click "Add a forwarding address"
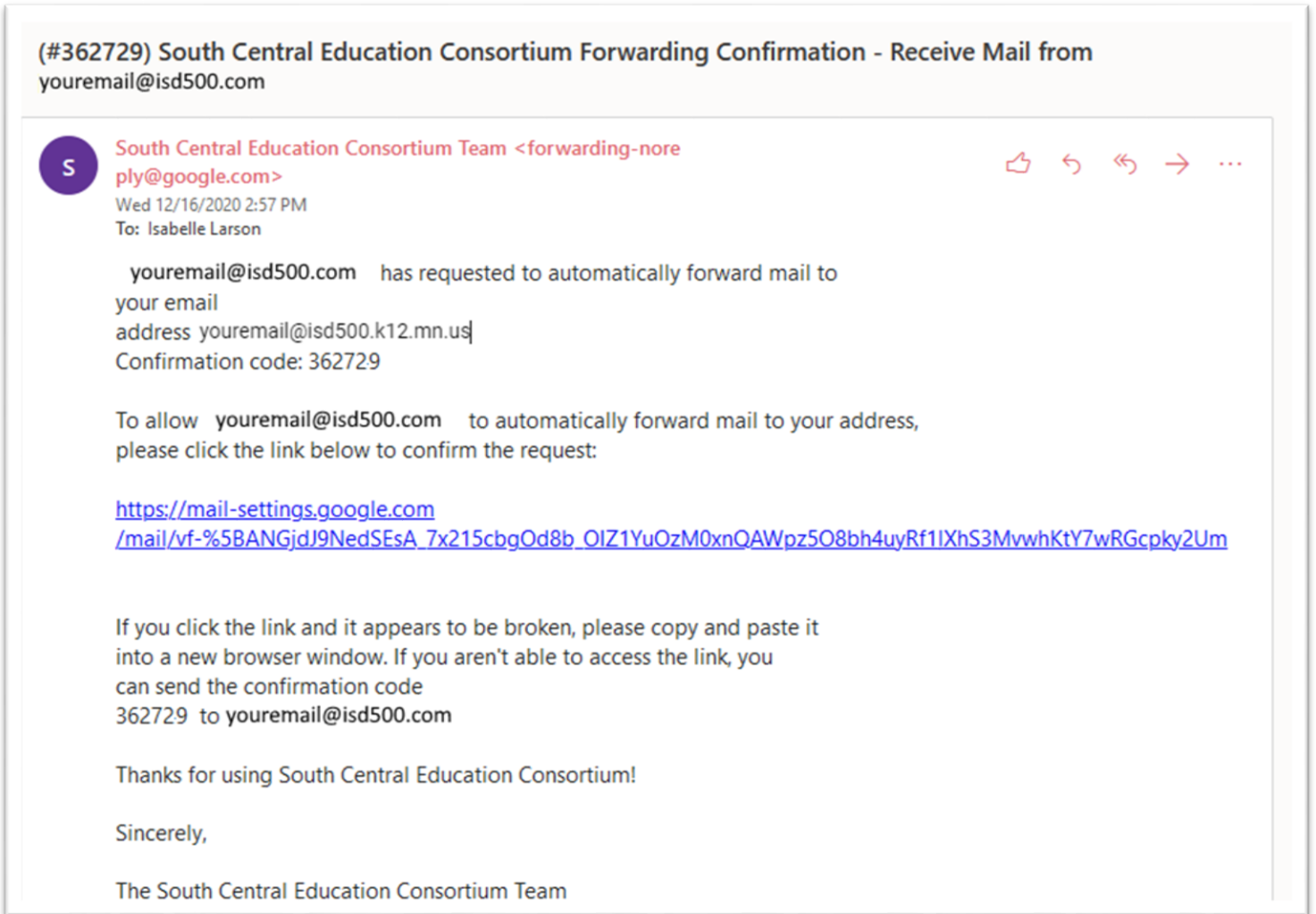

Enter your School Microsoft email (@isd500.k12.mn.us)

You will get pop up confirmations- read the onscreen instructions carefully.

You will then get an email at your @isd500.k12.mn.us account that will look similar to this:

(#362729) South Central Education Consortium Forwarding Confirmation - Receive Mail from youremail@isd500.com

S   South Central Education Consortium Team <forwarding-nore
    ply@google.com>
    Wed 12/16/2020 2:57 PM
    To: Isabelle Larson

    youremail@isd500.com   has requested to automatically forward mail to
    your email
    address youremail@isd500.k12.mn.us
    Confirmation code: 362729

    To allow youremail@isd500.com   to automatically forward mail to your address,
    please click the link below to confirm the request:

    https://mail-settings.google.com
    /mail/vf-%5BANGjdJ9NedSEsA_7x215cbgOd8b_OIZ1YuOzM0xnQAWpz5O8bh4uyRf1lXhS3MvwhKtY7wRGcpky2Um

    If you click the link and it appears to be broken, please copy and paste it
    into a new browser window. If you aren't able to access the link, you
    can send the confirmation code
    362729 to youremail@isd500.com

    Thanks for using South Central Education Consortium!

    Sincerely,

    The South Central Education Consortium Team

Click the link in the email to confirm the forwarding request. A new window will open. Click "Confirm" on the first page, then it will go to a Success page. You can close the Success Tab now.
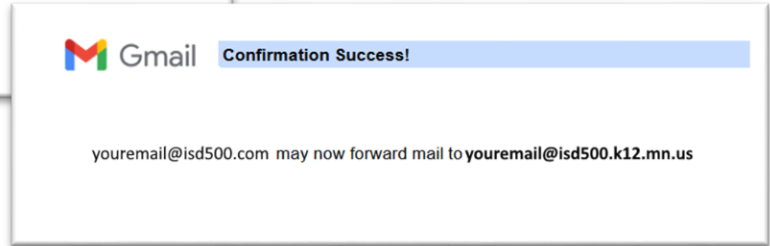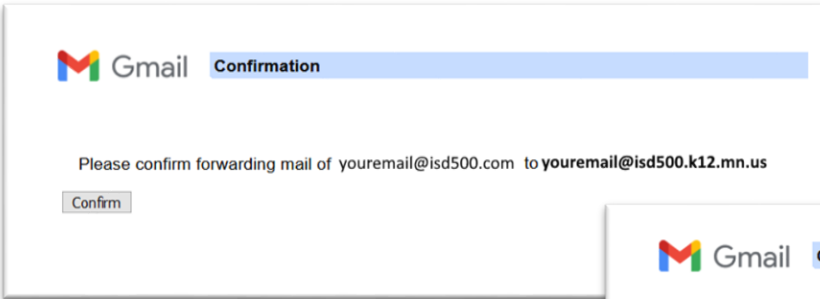
You can go back to your google email account, and refresh the page. Your Microsoft email will be listed, but by default, it is still set to Disabled. Click next to Forward a Copy... and then click Save Changes.