Forwarding Emails

If you would like your D2L emails to forward automatically to another email address, follow the instructions below.

1. From the NWFSC Homepage – www.nwfsc.edu – click Distance Learning.

2. This will bring you to the Learning Technologies homepage for NWFSC. Click on the Desire2Learn icon on the right side of the screen.

3. The next screen accessed is the eLearning homepage. Type in your Username and Password for D2L.
4. From *My Home* select *My Email Address* from the Welcome Box.

5. The screen asks for your System Password. This is the password you set up initially with your Username. Enter that information and tab down to New Email. Enter in your preferred email address and press enter.
6. A new screen will let you know that your information has been updated. All future Emails will be sent to your preferred address.