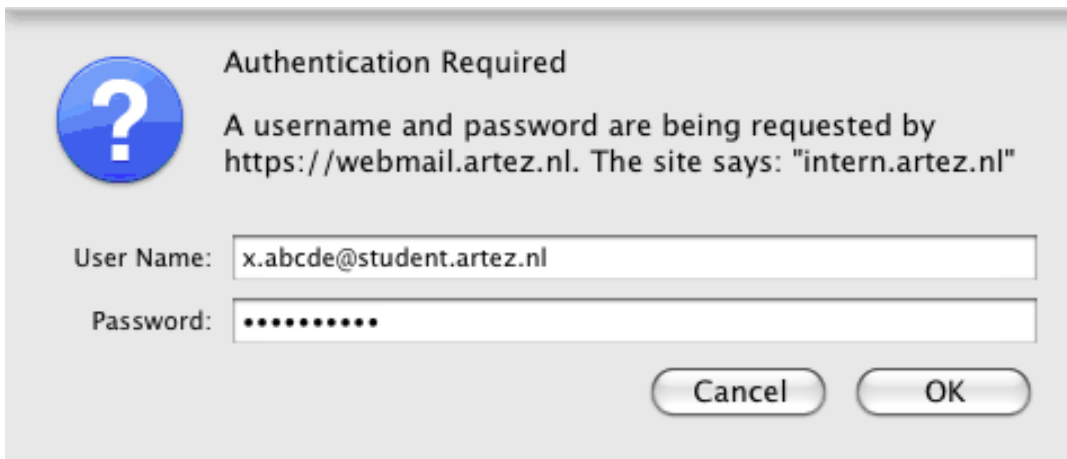


ArtEZ email integreren in andere e-mail programma's zoals Outlook, Apple Mail, Entourage, iPhone of Nokia.

If you already use an email client on your computer ie AppleMail, Outlook, Mozillaetc, you can integrate your ArtEZ mailaccount in your own email client. Instructions "how to" for the different email clients and platforms you can find here: [Instructions](#)

If you only use webmail (ie Hotmail, GMail or the like...) for your email correspondence follow the next 5 steps (**This only works on a PC!, with Internet Explorer, you only have to do it once!**)

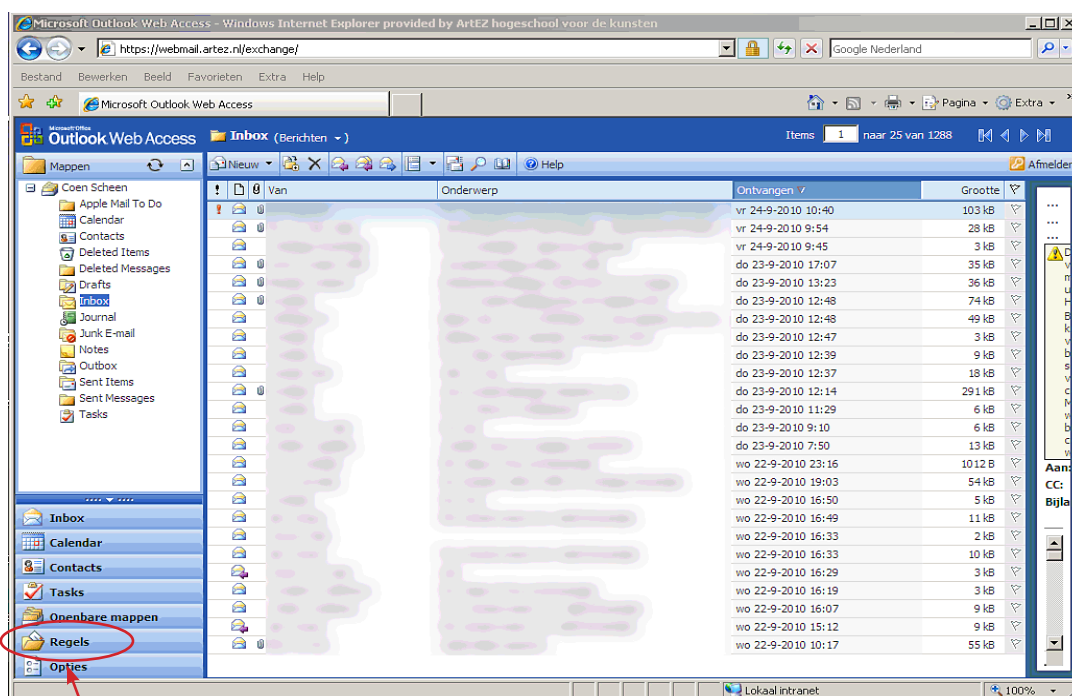
STEP 1: For this step use a PC!, not a Mac! Goto <http://webmail.artez.nl>



Enter your Username and Password (Artez email address and password)

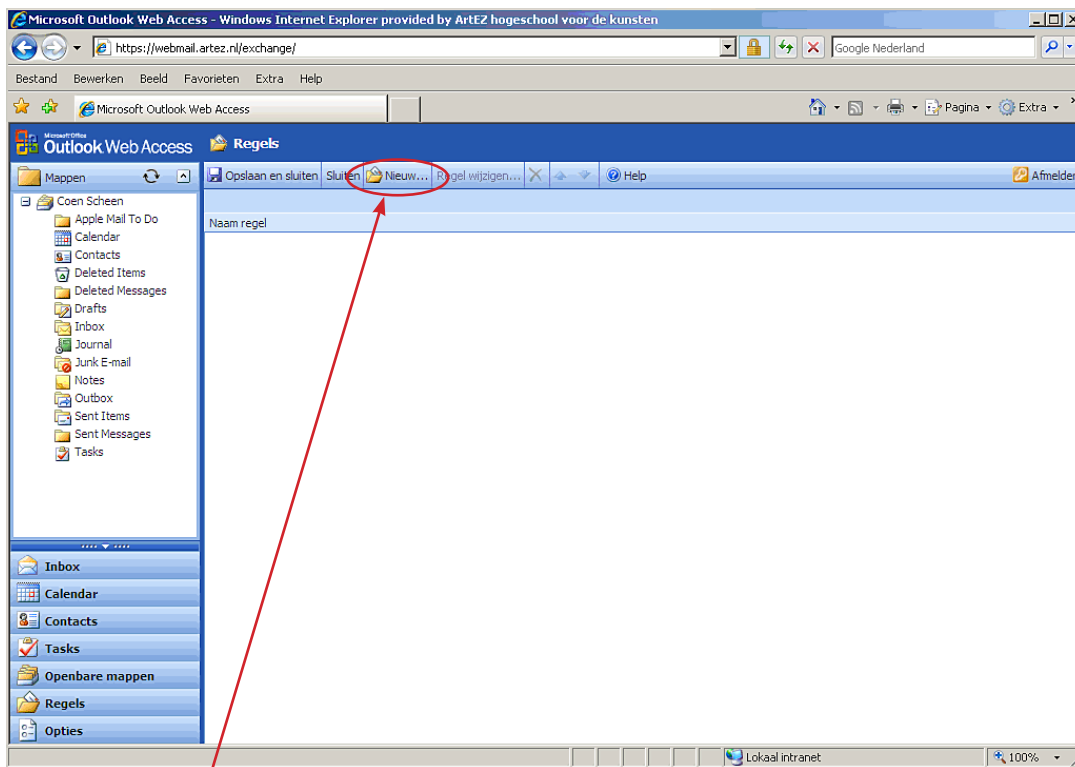
If you lost your username and or password call: 026-3535650.

STEP 2:



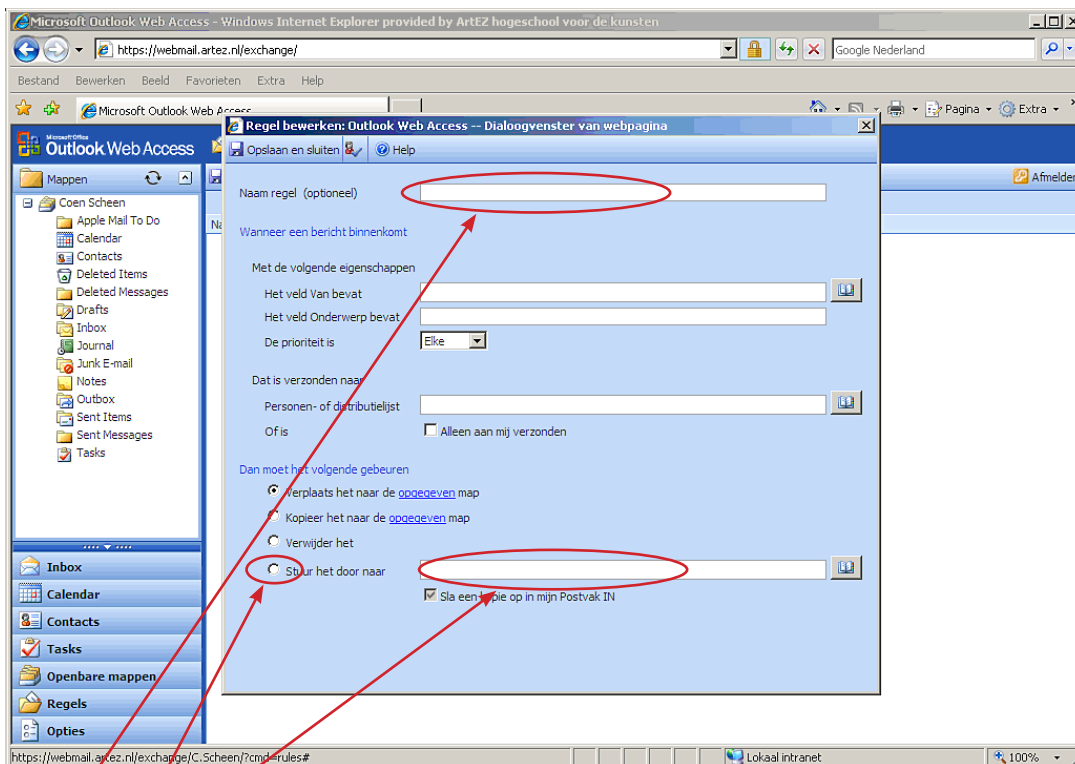
Choose Regels (Rules)

STEP 3:



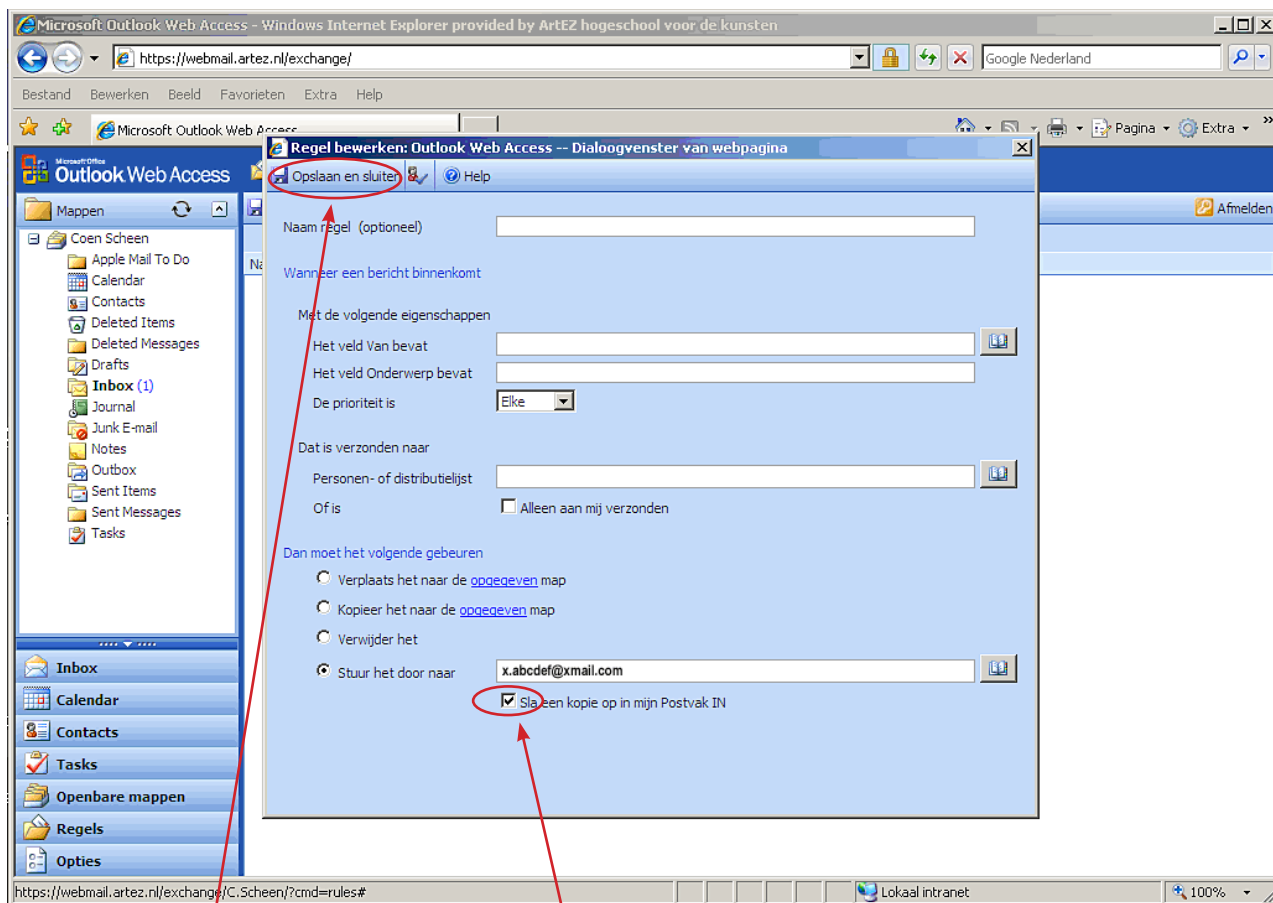
Choose: Nieuwe Regel (New Rule)

STEP 4:



1. Name your Rule (ie Forwarding)
2. Push this radiobutton
3. Enter the email address to forward to

STEP 5:



Choose: **Opslaan en sluiten** (Save and close)

REMEMBER, IMPORTANT! If you leave **this** marked a copy of your mail is kept in the ArtEZ email box, don't forget to regularly empty this mailbox, because if you don't and the mailbox gets overloaded the forwarding will not work until you empty the box! So unmark for convenience. Furthermore ArtEZ is not responsible for the correct functioning of your forwarding rule.

Log off and your done. all new incoming mail will be forwarded.