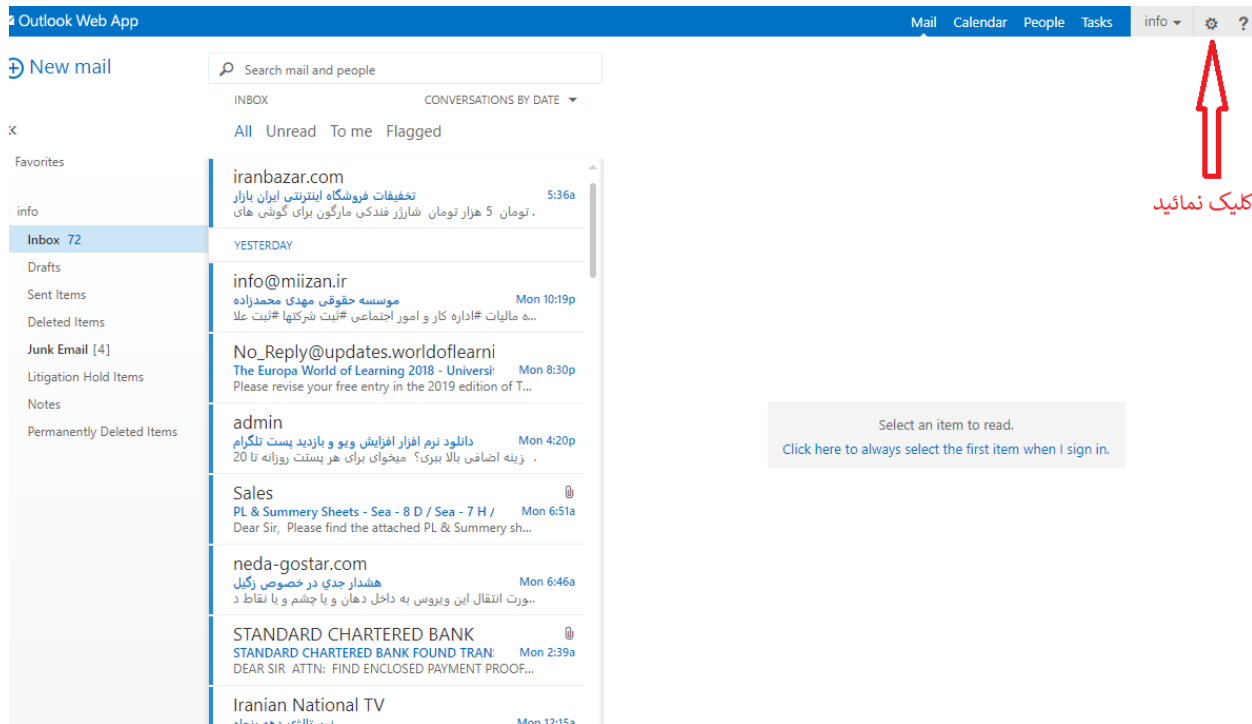


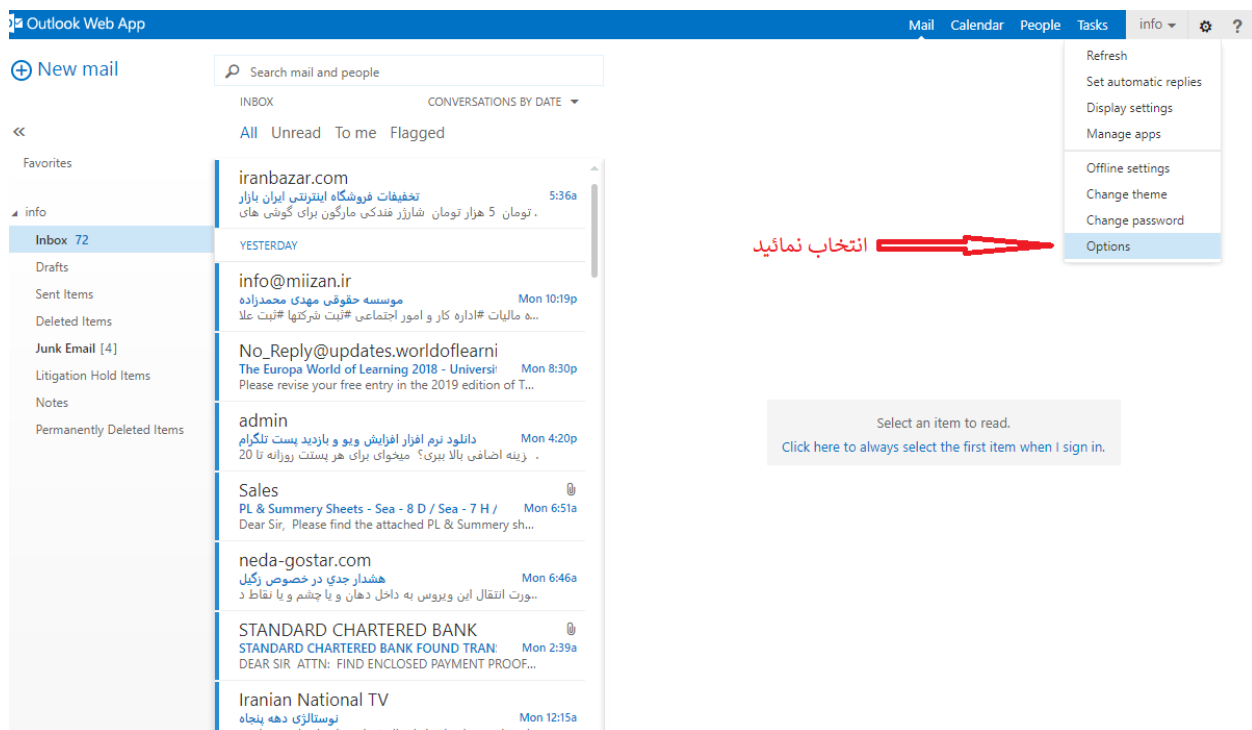
## به نام خدا

جهت تنظیم عملیات فروارد ایمیل دانشگاهی خود به سمت ایمیل های عمومی و غیره مثل جیمیل، یاهو، هاتمیل و غیره مراحل زیر را انجام دهید.



Outlook Web App interface showing the settings gear icon highlighted with a red arrow. The interface includes a search bar, navigation tabs (Mail, Calendar, People, Tasks), and a list of email items in the inbox. A red arrow points to the gear icon in the top right corner.

کلیک نمائید



Outlook Web App interface showing the settings menu open. The 'Options' item is highlighted with a red arrow. The interface includes a search bar, navigation tabs (Mail, Calendar, People, Tasks), and a list of email items in the inbox. A red arrow points to the 'Options' item in the settings menu.

انتخاب نمائید



options

account

organize email

groups

site mailboxes

settings

phone

block or allow

apps

inbox rules automatic replies delivery reports

Choose how mail will be handled. Rules will be applied in the order shown. If you don't want a rule to run, you can turn it off or delete it.



On

Rule

There are no items to show in this view.



کلیک نمائید



options

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organize email

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inbox rules automatic replies delivery reports

Choose how mail will be handled. Rules will be applied in the order shown. If you don't want a rule to run, you can turn it off or delete it.



- Create a new rule for arriving messages...
- Move messages from someone to a folder...
- Move messages with specific words in the subject to a folder...
- Move message sent to a group to a folder...
- Delete messages with specific words in the subject...



کلیک نمائید

انتخاب نمائید

New Inbox Rule - Google Chrome

Secure | <https://mail.qom.ac.ir/ecp/RulesEditor/NewInboxRule.aspx?pwmcid=2&ReturnObjectType=1>

## new inbox rule

Apply this rule...

Name:

\*When the message arrives, and:

Do the following:

- Select one
- Move the message to folder...
- Mark the message with a category...
- Redirect the message to...**
- Delete the message
- Send a text message to...

save cancel

یک نام وارد نمائید

گزینه فوق را انتخاب نمائید

گزینه فوق را انتخاب نمائید

New Inbox Rule - Google Chrome

Secure | <https://mail.qom.ac.ir/ecp/RulesEditor/NewInboxRule.aspx?pwmcid=2&ReturnObjectType=1>

✓ OK

To m.farahani@gmail.com

پس از وارد کردن آدرس ایمیل مقصد روی اوکی کلیک نمائید

آدرس ایمیل مقصد خودتون جهت انجام فرورارد، وارد نمائید

Search people

All People Groups

>> MY CONTACTS BY FIRST NAME

:-) There are no items to show in this view.

# new inbox rule

Help

Apply this rule...

Name:

\*When the message arrives, and:

Do the following:

'm.farahani@gmail.com'

More options...

در نهایت روی دکمه ذخیره کلیک نمائید

# new inbox rule

Help

Apply this rule...

Name:

\*When the mess

Do the followi

جهت اعمال نهایی تغییرات تایید نمائید

**warning**

Do you want this rule to apply to all future messages?