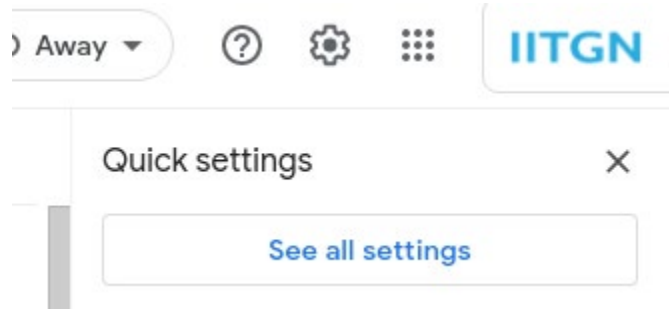


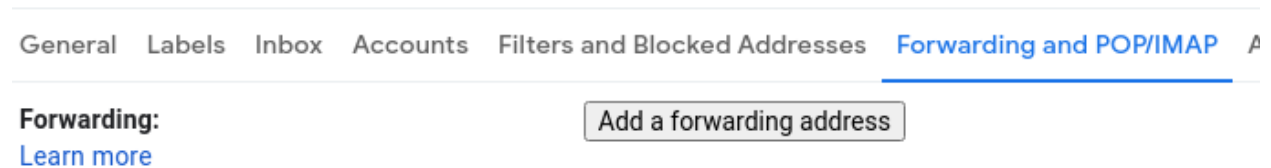
Step-1: Please Login to respective account and follow the below steps.

Step-2: Click on Gear icon and then See all Settings

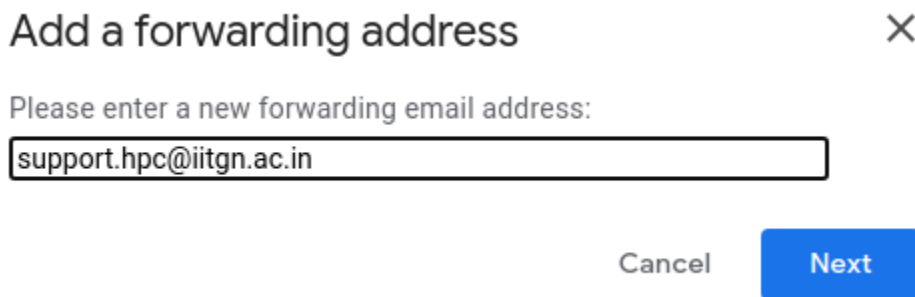


Step-3: Click on Forwarding and POP/IMAP and then click on Add a forwarding address button

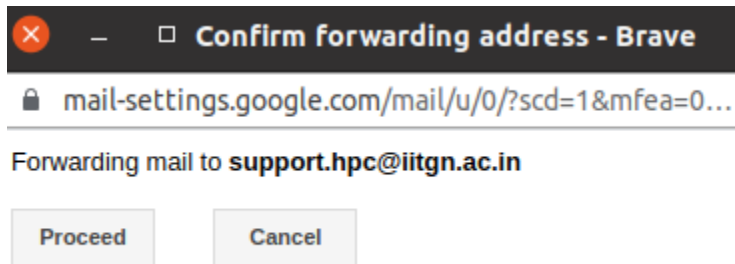
Settings



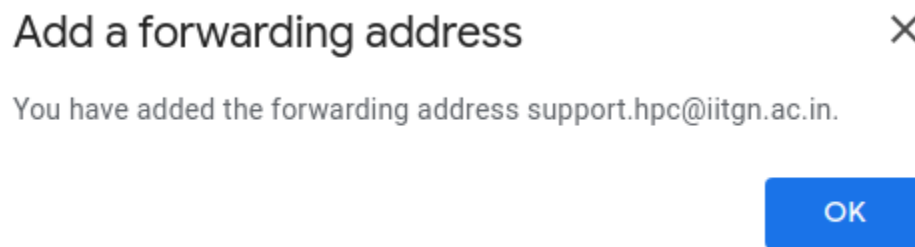
Step-4: Please enter the desired Email ID (in your case kabeer@iitgn.ac.in) and click Next button



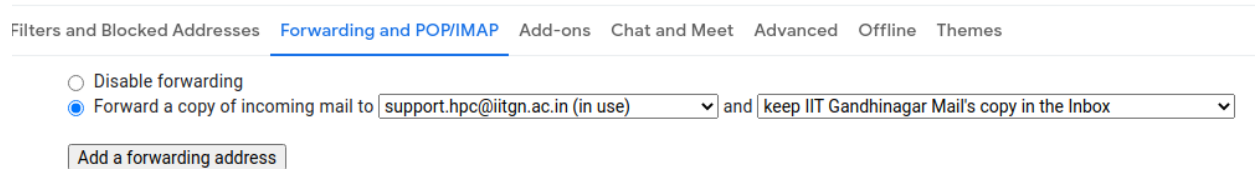
Step-5: Please click on Proceed button



Step-6: A popup will appear as shown below, click OK



Step-7: Please click on the radio button "Forward copy..." as shown below



Step-7: Please click on Save button as shown below while scrolling down

