HOW TO FORWARD EMAILS FROM YOUR CBC ADDRESS TO ANOTHER EMAIL ADDRESS.
You will want to check that you are using a private computer before signing in with your CBC email and password.

https://mail.cbc.edu/owa

Or you can enter from the portal on the CBC website
In the top right look for the Options tab, and then click that you want to ‘Create an Inbox Rule’
You want to make a ‘New’ rule.
New Inbox Rule

* Required fields

Apply this rule...

* When the message arrives, and:
   [Apply to all messages]

Do the following:
   Redirect the message to...
   * Select people...

More Options...

Save  Cancel
You are going to want to search and find the address that you want your emails to be forwarded to. You may have to add that address as a contact.
For any problems or additional questions please contact CBC’s IT through their help desk by emailing techsupport@cbc.edu.