

CREATING A FORWARD TO MULTIPLE ADDRESSES USING QMAILADMIN.LEK.NET

This guide will explain how to create a forward that forwards to multiple email addresses using QmailAdmin. For the purposes of this guide, the forward will be named *myforward* and the email addresses to forward to are email1@lek.net and email2@lek.net.

1. Log in to <http://qmailadmin.lek.net> using the appropriate user name and password.
2. Once logged in, click 'New Forward' under *Quick Links* on the Main Menu. (See Illustration 1)



Illustration 1: Click 'New Forward'.

3. On the 'Add Forward' page create a new forward using only the first email address this will forward to.
4. After the new forward is created QmailAdmin will redirect to a page (See Illustration 2) that shows all forwards for the current domain.

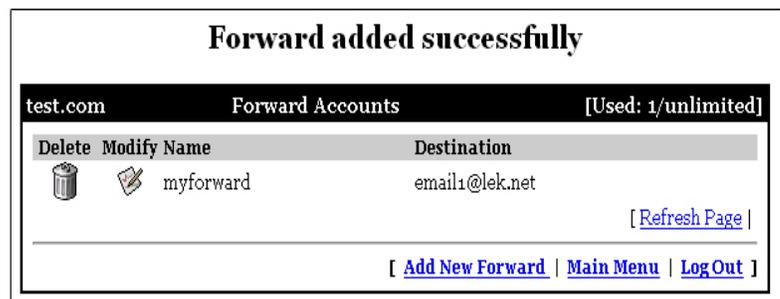


Illustration 2: Forward added successfully.

5. Click the paper & pencil icon next to the forward name to modify the forward. Add the second email address in the *Destination* text box, and click the 'Add' button.

6. The *Modify* page will reload showing the second email address as part of the forward. From here you can add another address to the forward, proceed to the main menu, or log out. (See Illustration 3)

Forward added successfully email2@lek.net

Modify		
Name	Destination	Delete
myforward	email1@lek.net	<input type="radio"/>
	email2@lek.net	<input type="radio"/>

Add forward

Destination

(Account name to forward to
OR
full email address if forwarding to another domain)

[[Forwards](#) | [Main Menu](#) | [Log Out](#)]

Illustration 3: Add another email or delete an existing email from the forward.

For questions regarding this document, or other technical support issues please contact support@lek.net or call 330.762.2040 during regular business hours.