Configure Outlook 2007 to Automatically Redirect Incoming Messages to another Email Account

1. On the Tools menu in Outlook, click Rules and Alerts.
2. Click New Rule.
3. Under Start from a blank rule, select Check messages when they arrive, and then click Next.
4. Click Next.
5. Click Yes to the message “This rule will be applied to every message you receive. Is this correct?”
6. Under Step 1: Select action(s), select the Redirect it to people or distribution list check box.
7. Under Step 2: Edit the rule description, click People or distribution list.
8. Enter the email address that you want to redirect the messages, and then click OK.
9. Click Next twice.
10. Under Step 1: Specify a name for this rule, type a name.
11. Under Step 2, select Turn on this rule.
12. Click Finish.