



# CSP Network Account Additional Tools

## 2-Step Verification & Forwarding Your CSP Email

### 2-Step Verification Process:

[Complete the 2-Step Verification Process.](#) This will ensure your email is secure and prevent your account from being locked out.

### Forward your CSP email to your personal email:

Concordia recommends that every CSP student uses their CSP email address. All emailed communication from CSP will be directed to the CSP email address therefore it will be imperative for all students to maintain and check their CSP Gmail account regularly.

If you would like to forward your CSP Gmail, please follow these steps:

1. Login to your [CSP Gmail Account](#)
2. Go to your **settings** (the gear icon on the top right of the email page)
3. Click on the **“Forwarding and POP/IMAP” tab**
4. Click on the **“Add a forward address” button**
5. **Enter the forwarded email address** and follow the instructed directions