Removing Autoforwarding Using the The Outlook Web Application

Method works for both Windows and Macintosh Computers

1. Open the Outlook Web App (OWA)  
   [email.wustl.edu/mail](email.wustl.edu/mail)
2. Select the **Settings** icon (Gear Icon)
3. Select **View all Outlook settings**
4. Select **Mail**
5. Select **Rules**
6. Select the **Trash Can Icon** on the line for any forwarding rules
7. Select **Forwarding**
8. Uncheck the **Enable forwarding** checkbox if checked