

D2L EMAIL CHANGES

Faculty Resource Guide

Two Steps to Prepare Now

1 Forward D2L email to LCC Outlook account.

- [How to Forward Email in D2L- Video](#)
- [How to Forward Email in D2L- Written](#)

2 Save Important Emails: Download or copy email from the D2L inbox, custom folders, or trash.

- [How to Save Email in D2L- Video](#)

Locate & View Email in Outlook

View resources for locating and organizing D2L emails in Outlook.

- [How to Find Forwarded Email in Outlook- Video](#)
- [Creating Folders and Rules in Outlook- Video](#)
- [Create Email Filter in Outlook for Incoming D2L Emails- Written](#)

Learn More & Get Help

- Contact eLearning for assistance.
- Register for online help sessions.
- View tutorials and videos.

