The Google Transition Team is working on the process of migrating our Listserv lists to Google Groups. Until that process is completed, individuals who have been migrated to Google will not receive messages sent to the UWG Listserv. To overcome this problem the following instruction set will tell your Google account to POP new messages from FRODO to your Google account. This solution will only be needed until we have migrated all of our lists to Google Groups.

1. Be sure you have completed your migration to your Google account
2. Sign-in to your Google Account with a web browser (http://gmail.com)
3. Click on your Settings button and select Settings.

4. Click on the Accounts and Import link.

Settings

5. Click on the Add a POP3 mail account you own link
6. Enter your account name with “@frodo.westga.edu” appended to it (e.g. ddriver@frodo.westga.edu) then click Next Step.

7. Complete the following fields:
   - Username (e.g. ddriver),
   - Password: Use your current email password (Note: this is not your Active Directory password. This is the password you currently use to check your email)
   - POP Server: pop.westga.edu
   - Port: 995
   - Check Always use a secure connection (SSL) when retrieving mail
   - Leave everything else unchecked

8. Click Add Account

9. You’re finished. Any new messages that are delivered to your FRODO account will be received by your Google Account. At a future date we will provide instructions to turn this feature off.