

Transitioning From Texas A&M Gmail to AggieNetwork.com Email

Overview

Congratulations on your recent graduation! Now that you are a former student, your Texas A&M Google Account will be deleted after a certain grace period. These instructions will help you claim your new AggieNetwork.com email account, set forwarding for your Texas A&M email addresses, and transfer your Gmail and Google Drive content to your AggieNetwork.com email.

If you wish to preserve content which other people shared with you through Google Drive, please ensure you “[add those files to My Drive](#)” before starting this process. Visit [TX.AG/SharedFilesHelp](#) for help with finding these files. Also note that content within Google Photos will not be transferred.

Claiming Your AggieNetwork.com Email Account

1. Visit [TX.AG/MyEmail](#).

If you are not already signed in to AggieNetwork.com, a login screen will appear. You will need to login to AggieNetwork.com to continue.

2. Enter your desired email address, create and confirm the password you wish to use for the email account, then click *Create Email Account*.

AGGIENETWORK.COM EMAIL

Create an @AggieNetwork.com Email Account

enter the desired email address

@AggieNetwork.com

create an email password (at least 8 characters)

confirm password

Fig. 1 AggieNetwork.com Email Registration

Forwarding Your Texas A&M Email

1. Visit <https://gateway.tamu.edu/settings/email/forwarding/>

You will be prompted to login with your NetID and Password.

3. Select the bubble next to *Forwarded to*, enter your AggieNetwork.com email into the textbox, then click *Save*.

ATM AGGIE ACCOUNT GATEWAY DIVISION OF INFORMATION TECHNOLOGY Password Settings Email Settings Directory Info Help your_netid Log Out

← EMAIL SETTINGS

FORWARDING SETTINGS

Email Forwarding Enabled

I want email sent to your_netid@tamu.edu

- Returned to sender
- Sent to and stored in my Texas A&M Gmail mailbox
- Forwarded to

Fig. 2 Aggie Account Gateway - Forwarding Settings

Transferring Your Texas A&M Gmail and Google Drive Contents

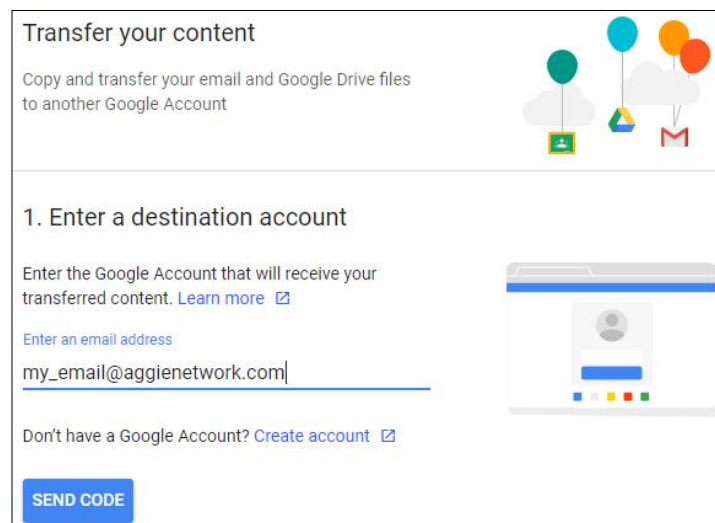
Note: Every time you copy files from your Texas A&M account with this process, a new set of copies will be created in your AggieNetwork.com account.

1. [Login to your Texas A&M Gmail.](#)

You might be prompted to login with your NetID and Password.

4. Visit takeout.google.com/transfer.

5. Provide your AggieNetwork.com email as the destination Google Account, then click *Send Code*.



The screenshot shows a web interface titled "Transfer your content". Below the title is the instruction "Copy and transfer your email and Google Drive files to another Google Account". To the right of this text are icons for Google Drive, Google Photos, and Gmail. The main section is titled "1. Enter a destination account" and contains the text "Enter the Google Account that will receive your transferred content. [Learn more](#)". Below this is a sub-label "Enter an email address" and a text input field containing "my_email@aggienetwork.com". At the bottom left of the form is a blue button labeled "SEND CODE". To the right of the input field is a small thumbnail image of a Google account profile page.

Fig. 3 Provide your AggieNetwork.com email address.

6. [Login to your AggieNetwork.com email](#) with the password you created.

Note: The username and password for your AggieNetwork.com email account can be different than the password you use to access features on the AggieNetwork.com website. Visit [TX.AG/MyEmail](https://tx.ag/myemail) if you need to change your AggieNetwork.com email password.

7. You should find a verification email from Google in your AggieNetwork.com Inbox. Click the *Get confirmation code* link inside this email.

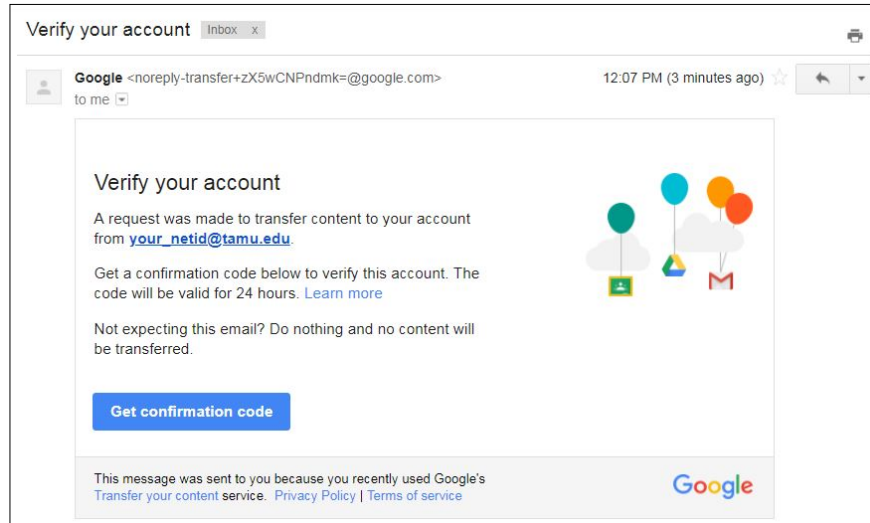


Fig. 4 Verification Email

8. *Copy* the confirmation code, then click *Continue*

After clicking *Continue*, you might be prompted to login with your NetID and password.

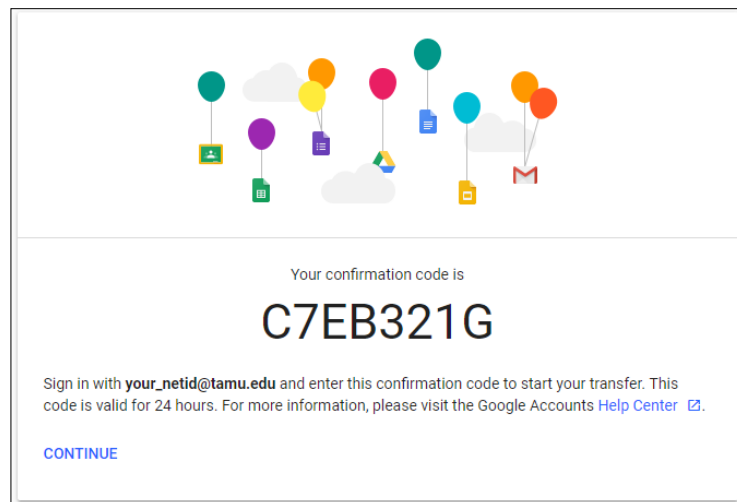



Fig. 5 Confirmation Code Screen

9. *Paste* your confirmation code, then click *Verify*.


Transfer your content

Copy and transfer your email and Google Drive files to another Google Account



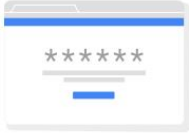
✓ 1. Code sent to **my_email@aggienetwork.com**

2. Verify your destination account

Check your **my_email@aggienetwork.com** email for a confirmation code and enter it here. It may take a few minutes for the email to appear in your inbox. [Learn more](#) 

Enter code

C7EB321G



VERIFY [RESEND CODE](#)

3. Select content to copy and transfer


Fig. 6 Entering Confirmation Code

10. Choose the content you wish to copy and transfer, then click *Start Transfer*.

Depending on the size of your account, it could take anywhere from a few hours up to a week for the transfer to complete. You will receive an email from Google once the transfer is complete.

Transfer your content

Copy and transfer your email and Google Drive files to another Google Account






✓ 1. Code sent to **my_email@aggienetwork.com**



✓ 2. Account verified

3. Select content to copy and transfer

Choose the content you'd like to copy and transfer to the other account. People you've shared files with will still have access to the originals. [Learn more](#)



 **Joe Aggie**
your_netid@tamu.edu →  my_email@aggienetwork.com

Product	Details	
 Drive	My Drive files, Files you own	<input checked="" type="checkbox"/>
 Gmail	All mail	<input checked="" type="checkbox"/>

Copy and transfer to **my_email@aggienetwork.com** [Change](#)

START TRANSFER

Fig. 7 Selecting content for transfer.