

Changing Email Contact Information

ChemIT (formerly known as CRCF) has a new email address, ChemIT@cornell.edu.

Updating Email Contact Information

If you are using Gmail, you can update your contact information by doing the following:

To edit your contacts, first open your Contacts list:

Click **Mail** at the top-left corner of your Gmail page, then choose **Contacts**.



Then edit your contact information:

1. Find and select the contact you have created for our old address "crcf@cornell.edu".
2. Highlight the old email address (crcf@cornell.edu) and replace it with ChemIT@cornell.edu.
3. Make any appropriate changes to the contact name.
4. Exit the open contact to save automatically or click **Save now** in the upper right hand corner.

Changing Email Suggested Addresses

If you are using Outlook, you may find that our old address (crcf@cornell.edu) will be listed as a suggested contact. To eliminate this option, simply select that address and hit delete, or click on the "x" next to the contact. This will delete our old address from your suggested contacts.

For a more detailed explanation, [click here](#).