

# Trusted Senders

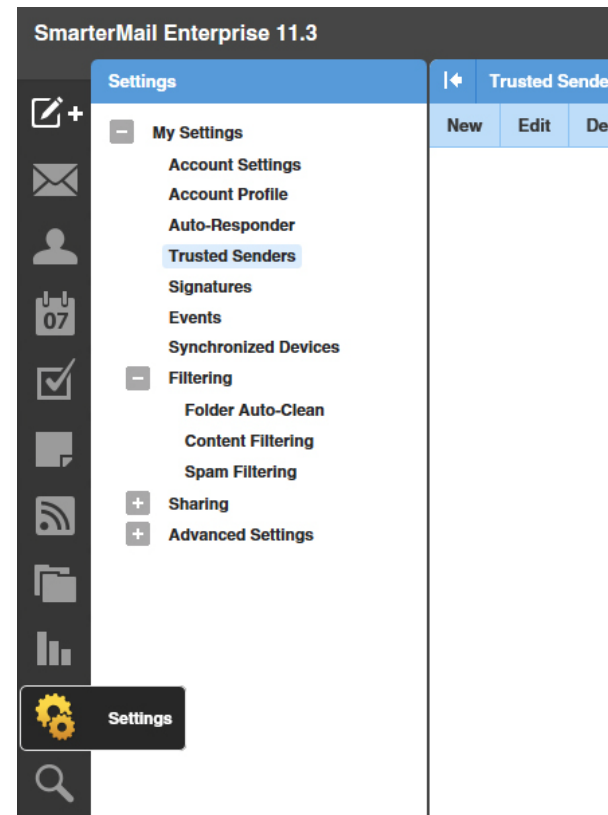
Add Senders to Your “White List”  
So You Are Certain to Receive their Email



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# Accessing Trusted Senders

- ▶ Click Settings (gear at the bottom left)
- ▶ Click on the Trusted Senders (in folder list)
- ▶ Click New (at top)
- ▶ Add either a specific email addresses or a domain names (one per line)
- ▶ Click Save



# Add Domain or Email Address

- ▶ A Domain is the part of the email address AFTER the @
- ▶ This means that anyone at that domain can send email.
- ▶ This is ideal for any company or organization you work with
- ▶ You'd enter the email address for a specific user at a domain
- ▶ You wouldn't, for example, allow aol.com or comcast.net as you would get a lot of spam from these domains – from people you do not know. You would instead, use the email address.

EX: cmewebsites.com

EX:  
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