

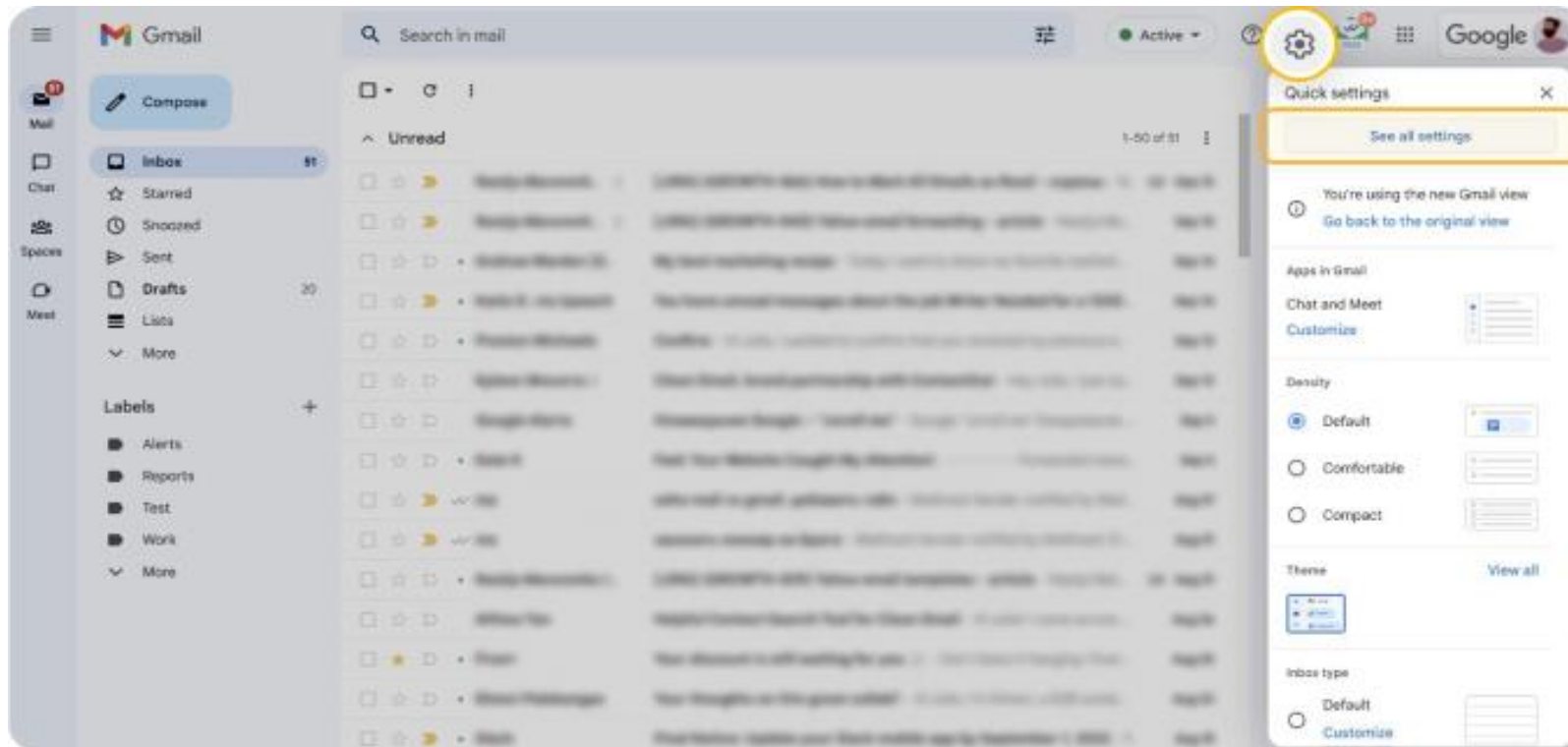


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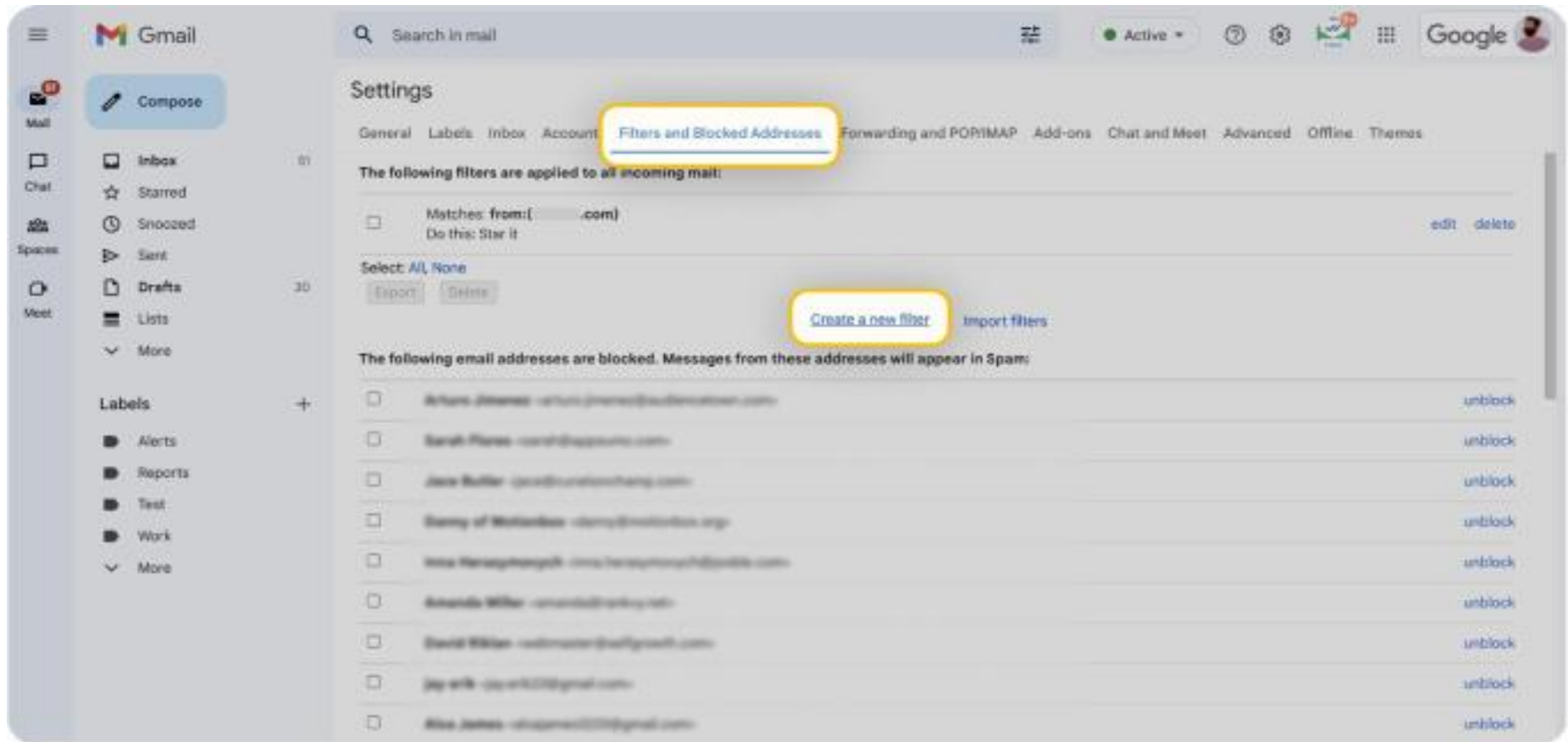
## How Your Recipient Can Whitelist Your Email

### How to whitelist an email in Gmail:

- Log into your Gmail account.
- Click the gear icon in the upper-right corner and choose "**See all settings**" from the drop-down.



- Go to the “**Filters and blocked addresses**” tab to view your current filters and blocked addresses.
- Click “**Create a new filter**” and input the email address or domain (@noc.edu) you want to whitelist in the “**From**” field.



- After that, click “**Create filter**” and make sure to select “Never send to spam” to ensure the emails are whitelisted.
- 💡 **Note:** To whitelist a single sender, type the entire address. On the other hand, if you’re trying to whitelist every sender from a certain domain, type the domain alone, such as “@noc.edu”. This will set Gmail spam settings to approve every message from an NOC sender.

# How to Whitelist an Email in Gmail Application (Android & iOS)

Unlike the desktop version, you can't access your filters and blocked addresses on Mobile devices (irrespective of iOS or Android). Instead, what you can do is add a sender's email address to your contact list. This will give them uninterrupted access to sending email to you.

**And to whitelist an email from your spam folder in Gmail in iOS devices, follow these steps:**

1. Open your spam folder and locate the email you wish to whitelist.
2. At the top of the message, you'll notice a gray box with the option "**Report as not spam.**"
3. Click this button to inform Google that you want to receive future emails from this sender.
4. Alternatively, you can tap the three dots in the upper right corner of the email and select the same option.

**Here's how you can whitelist an email in Android:**

1. Launch the "**Contacts**" app.
2. Tap the "**Add contact**" button located at the bottom left.
3. Fill in the contact's name and email address, ensuring it's linked to the correct account.
4. Once completed, press "**Save**" to store the contact.

## Whitelisting Emails in Other Email Service Providers

**How to Whitelist an Email in Outlook:**

1. After logging into your Microsoft Outlook account, click on the "**Settings**" (gear icon) in the upper-right corner.
2. From the menu, choose the "**Mail**" option.
3. In the next submenu, select "**Junk email.**"
4. Input the email address you wish to whitelist and click "**Save**" to complete the process.

### How to Whitelist an Email in Yahoo Mail:

1. Go to “**Settings**” on the right side of your screen.
2. Select “**More Settings**” from the dropdown menu.
3. Click on “**Filters**” to view your filters.
4. Press “**Add New Filter**” and type in the email address or domain (@noc.edu) you want to whitelist.
5. Click “Save” to finish.

### How to Whitelist an Email in AOL:

1. Click “**Contacts**” from the left-side menu.
2. Tap the three dots in the upper-right corner and choose “**Add a new contact.**”
3. Fill in the details, then click “**Save**” to add the email to your contacts.

### How do I whitelist multiple addresses in Gmail?

To whitelist multiple addresses in Gmail, you can create a filter and enter multiple email addresses separated by commas in the "From" field. This way, you can ensure emails from different senders are directed to your inbox.