

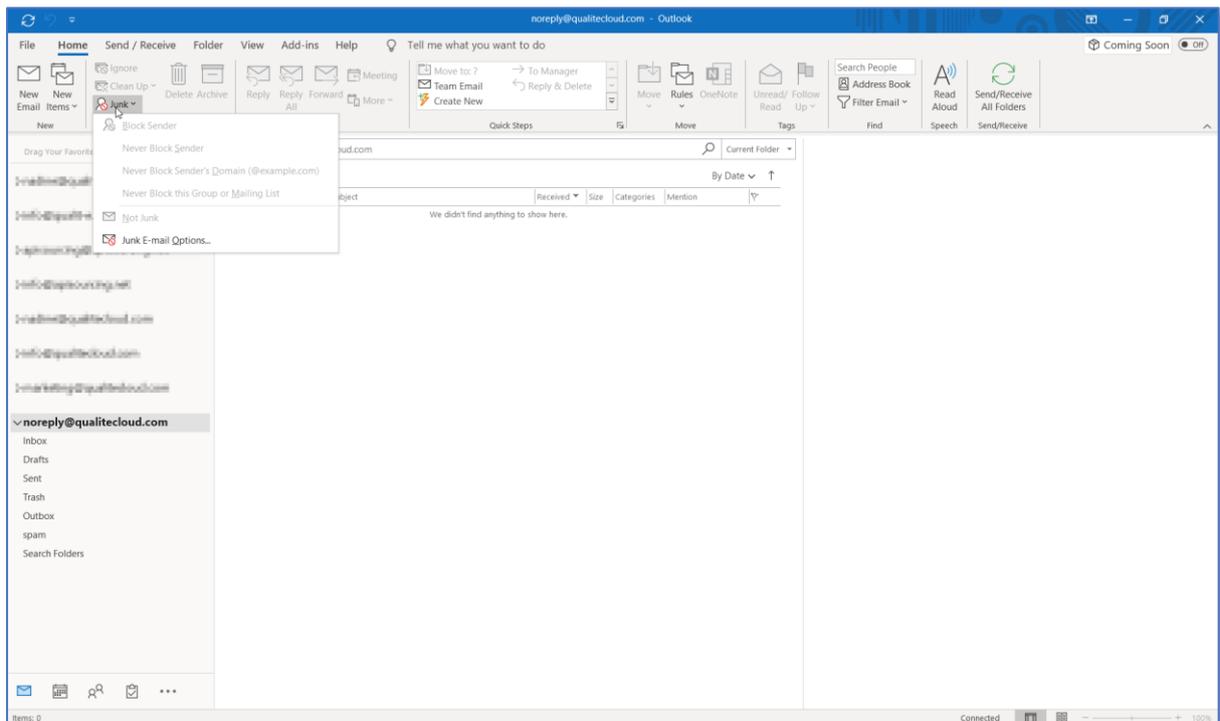


Add an Address or Domain to Safe Senders in Outlook

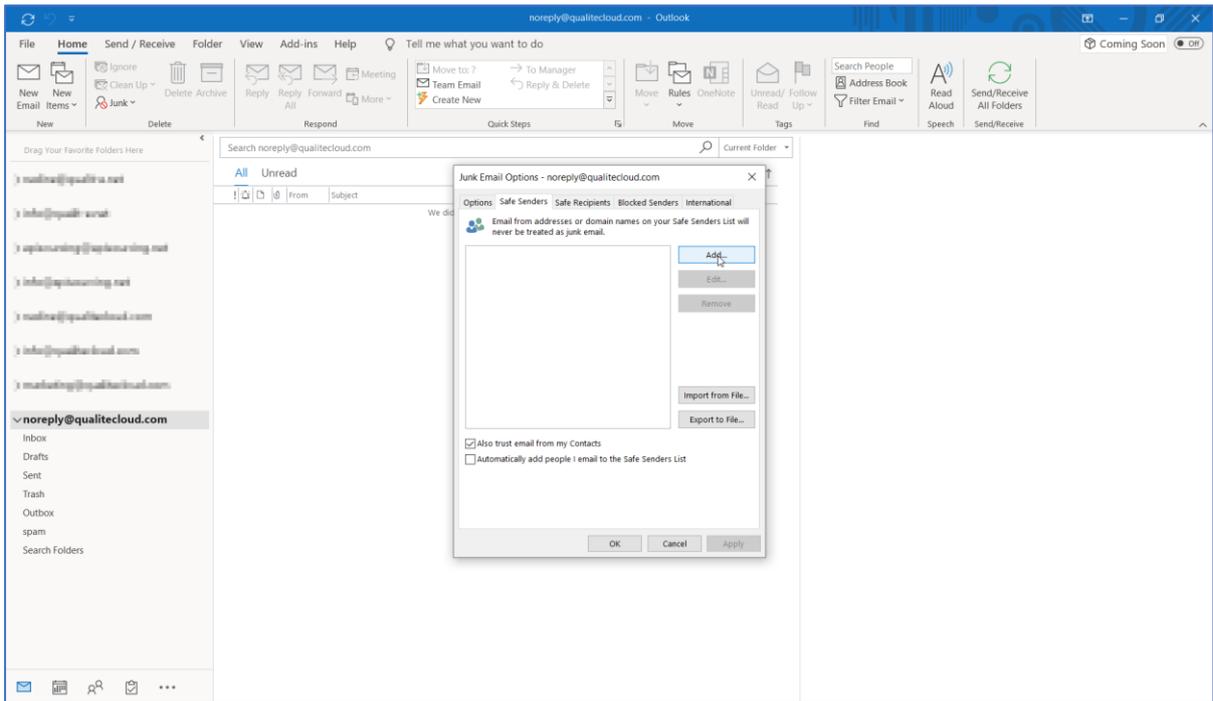
Method One

To add an address or domain to the Safe Senders list in Outlook:

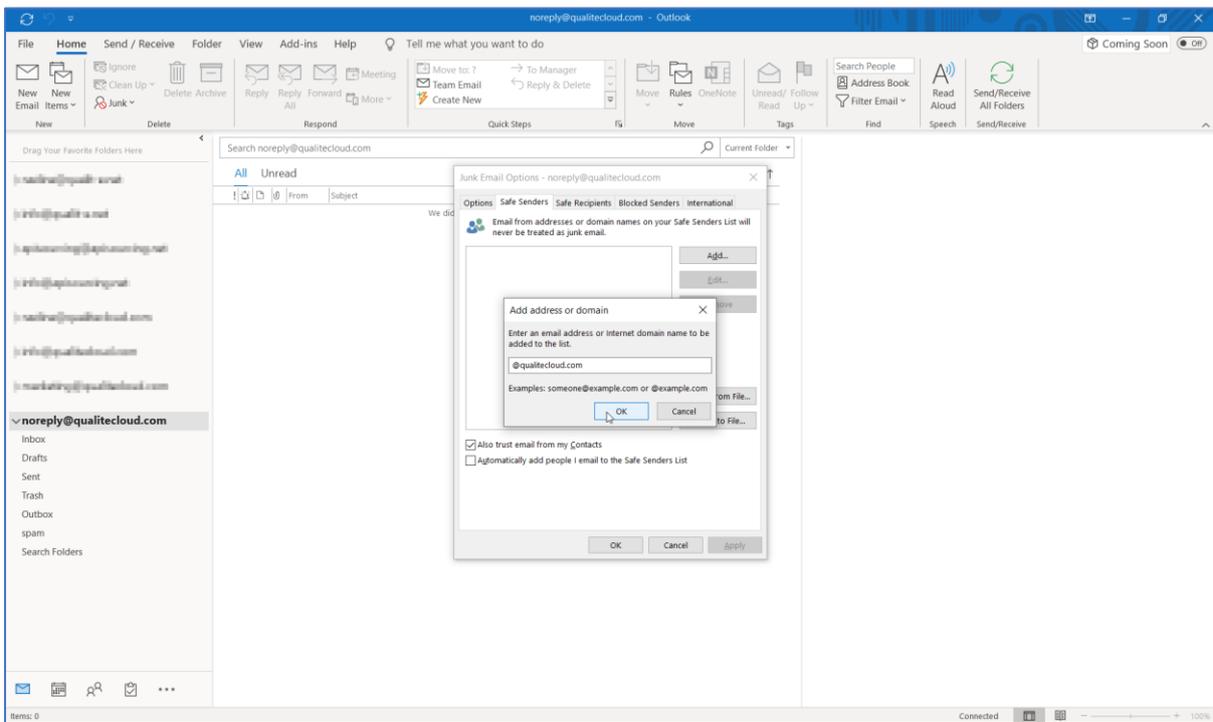
1. Go to the **Home** tab.
2. In the **Delete** group, select **Junk**.
3. Select **Junk E-mail Options**.



4. In the **Junk Email Options** dialog box, go to the **Safe Senders** tab.
5. Select **Add**.



6. In the **Add address or domain** dialog box, enter the email address or domain name you want to whitelist. In this case: noreply@qualitecloud.com or @qualitecloud.com



7. Select **OK**.

Method Two

1. Select one of our emails in your inbox (this may be in your junk or clutter folder)
2. Right click and go to 'Junk'
3. Choose 'Never Block Sender's Domain'

