# Prior to purchase to ensure delivery of your download instructions, please whitelist <a href="mailto:products@healthcaregroup.com">products@healthcaregroup.com</a>

# How to Whitelist an Email

#### in Gmail:

- 1. Click the gear icon in Gmail and select "See all settings" from the Quick settings menu.
- 2. Navigate to "Filters and Blocked Addresses" in the top menu.
- 3. Select "Create a new filter."
- 4. Add a specific email or a whole domain in the "From" field.
- 5. Click "Create filter."
- 6. Check "Never send it to Spam" in the checkbox.
- 7. Click "Create filter."

#### in Outlook

- 1. Click the gear icon in Outlook and select "View all Outlook settings."
- 2. Select "Mail" from the settings menu.
- 3. Choose "Junk email" from the submenu.
- 4. Click "Add" under "Safe senders and domains."
- 5. Enter the email address that you want whitelisted.
- 6. Choose "Save."

## in Yahoo

- 1. Open Yahoo Mail and log into your account.
- 2. Navigate to "Settings" then click "More Settings."
- 3. Select "Filters" and hit "Add" to enter the email you'd like to whitelist.
- 4. Name the filter and add the email address.
- 5. Select to send all mail to "Inbox."
- 6. Save your settings.

## in AOL

- 1. Log in to your AOL account.
- 2. Open "Contacts" from the left navigation pane.
- 3. Click the "New Contact" icon and add the email address.
- 4. Click the "Add Contact" button and you're set.