

FACTS/Renweb Whitelist Instructions

How to Whitelist in Gmail

1. Log in to Gmail and select the gear button in the upper right corner
2. Select 'See all settings'
3. Select Filters and Blocked Addresses.
4. Select 'Create a New Filter'.
5. Add illiana beside 'Has the words'
6. Select 'Create filter'
7. Select 'Never send it to Spam'
8. Select 'Create filter'

How to Whitelist an Email in Yahoo

1. Open Yahoo Mail and log into your account.
2. Click the blue cog symbol below the home button in the upper right corner.
3. Click 'More Settings'
4. Select 'Filters'
5. Type Illiana under 'Filter Name'.
6. Under 'From' select 'contains' for your filter criterion.
7. Type illianachristian.org for the filter value.
8. Type Illiana for 'folder name' under 'Choose a folder to move to'.
9. Select the save button.