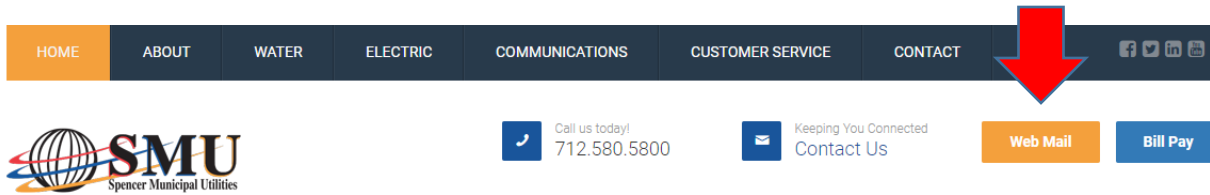
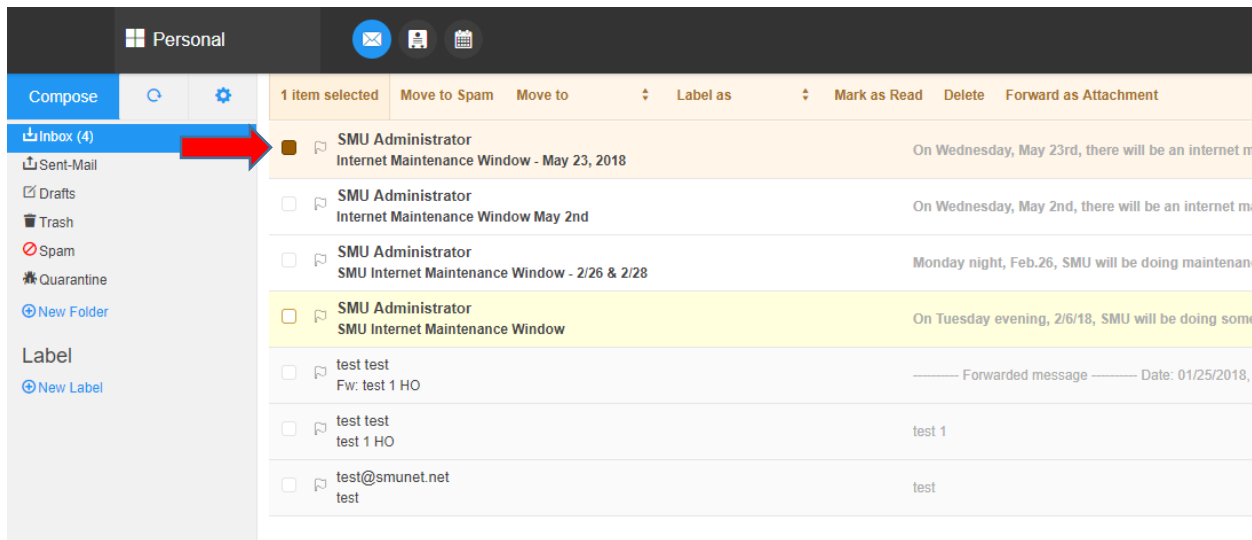


The easiest way to populate your whitelist and blacklist is to log into the webmail portal by going to smunet.net and clicking on the Web Mail button:

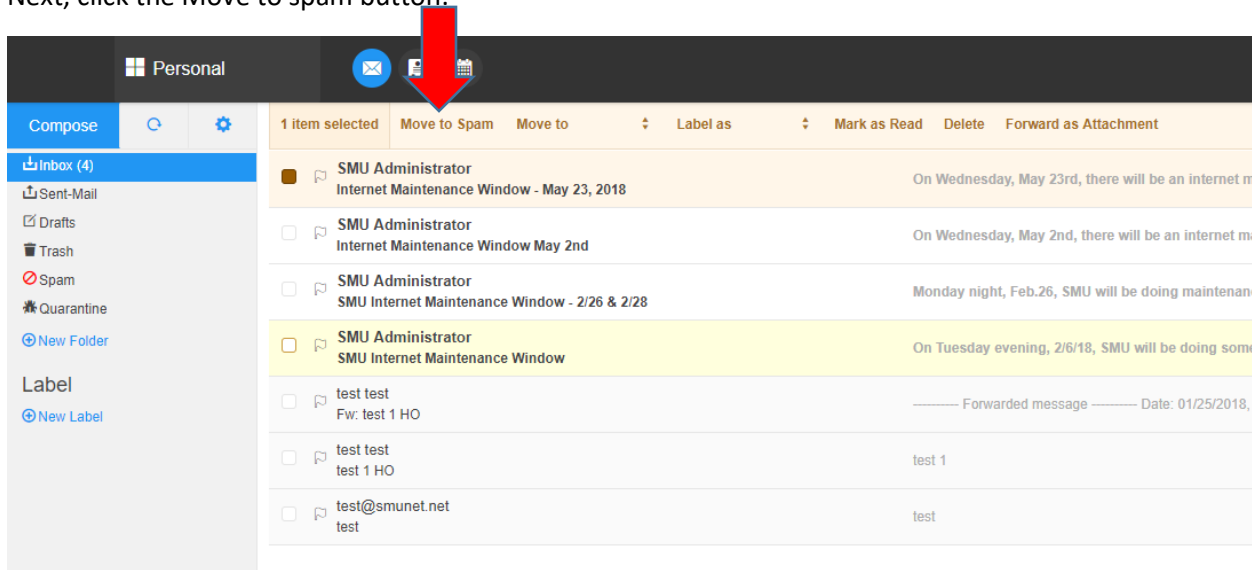


Enter your email address and password to log into the portal.

If you have unwanted messages delivering to your mailbox, select the message by clicking the box to the left of the email:



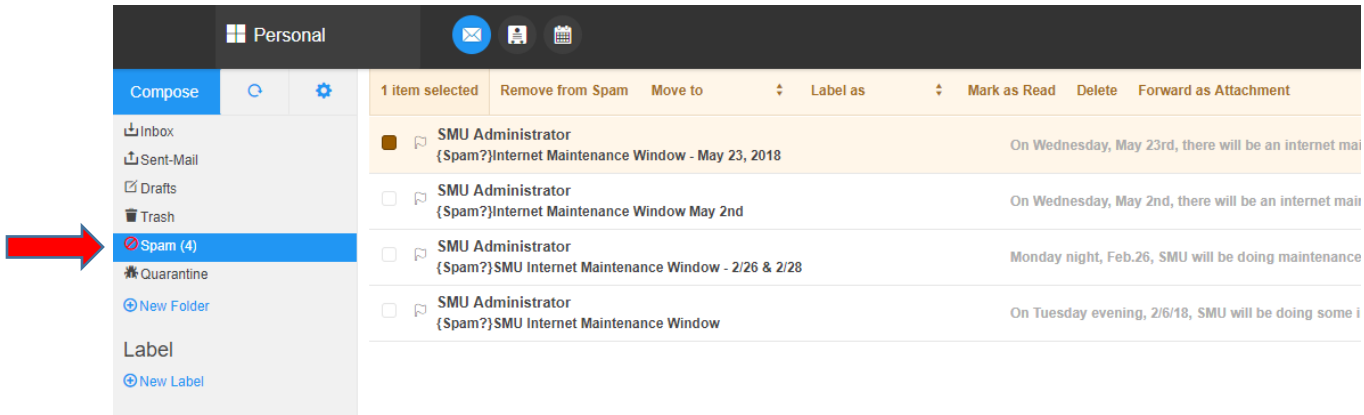
Next, click the Move to spam button:



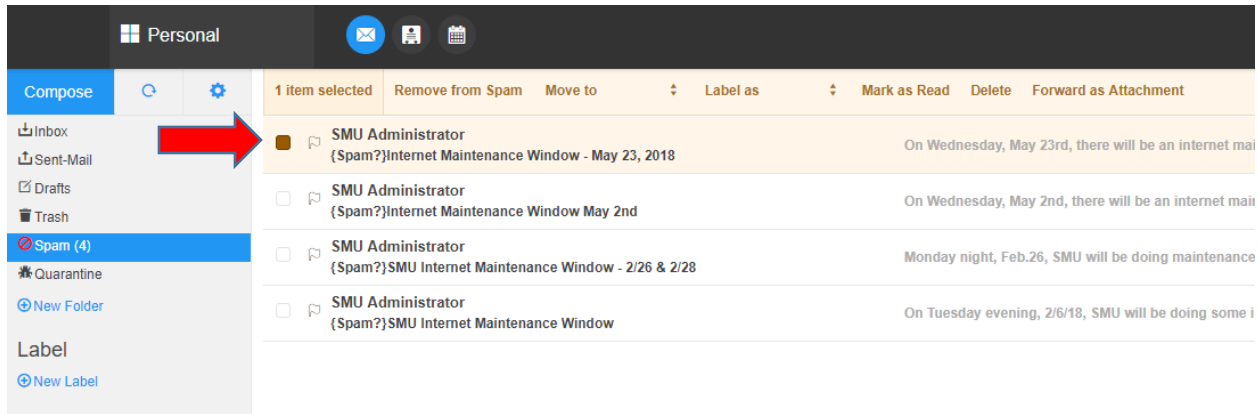
This will accomplish two things; first, it will move the message to the spam folder and second it will automatically add the email address to your blacklist causing all future email to automatically be delivered to the spam folder.

Conversely, if you have messages delivering into spam folder that you would like delivered to your inbox do the following after you have logged into the webmail portal:

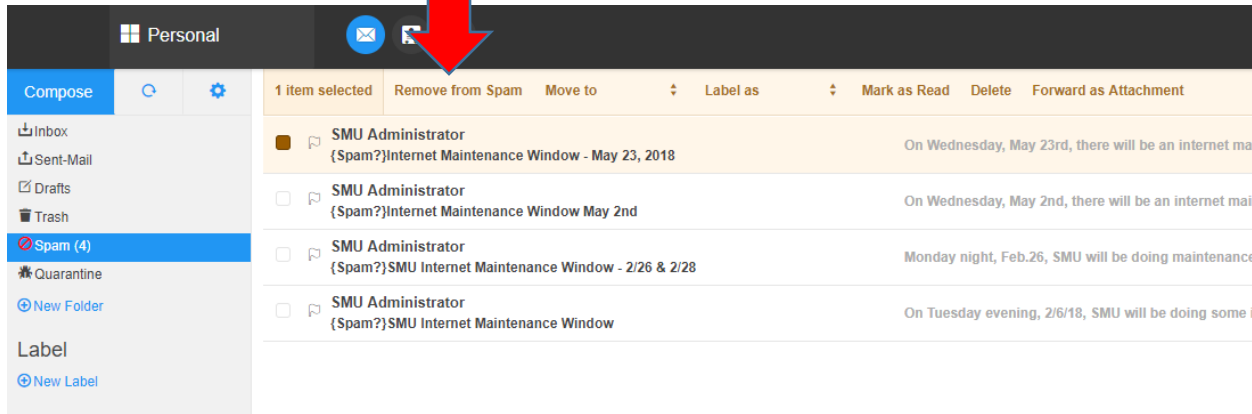
Select the Spam folder:



Select the message you would like delivered to your inbox:



Next, click Remove from Spam:



This will accomplish two things; first, it will move the message to the Inbox and second it will automatically add the email address to your whitelist allowing all future email from the sender to automatically deliver to the Inbox.

To verify your whitelist and blacklist, select the gear icon and then select White/Black:

