

Whitelisting is specifically allowing emails from a certain source, such as **Roxies TLC** to be allowed into your email inbox.

Adding such trusted email addresses to your whitelist so that they can pass easily through your spam filter or junk folder varies across the different email clients and internet security platforms. The following is a list of steps for programs and email in alphabetical order.

AOL 7.0 & 8.0

From the Menu, select **Mail**.

Click **Mail Controls**.

On the Mail Control window, click **Next**.

Select **Customize Mail Controls** for this Screen Name. Click **Next**.

You will be presented with two options.

Option 1: Allow e-mail from all AOL members, e-mail addresses, and domains.

Option 2: Allow e-mail from all AOL members, and from the listed domains and e-mail addresses.

Block e-mail from all others.

Choose Option 2. Type **roxies@roxiestlc.com** into the space provided and click Add.

Click **Next** and select Allow this Screen Name to send and receive mail with pictures and files.

Click **Save**.

AOL 9.0 and Up

Go to **Mail** menu and click **Mail Center**.

Go to **Mail Preferences** and click **Customize your e-mail**. Click **Next**.

Go to **Essentials** and click **Spam Controls**. Click **Next**.

Check **Mail Filtered by AOL's Advanced Spam Filter** on the right panel.

Uncheck (turn off) Mail with clickable Hyperlinks (URLs) and Mail containing words and phrases on my Custom Word List (you may have to uncheck Block mail containing pictures or files to properly see **Roxie's Emails**).

On the left panel, select **Use a Custom Sender List**

Enter **roxies@roxiestlc.com** in the space provided. Be thorough with your list or your friends, family, coworkers, etc. will be redirected to your junk mail.

On the **Custom Sender List**, click **Save**.

On the Mail and Spam Controls window, click **Save** to Apply these Mail Controls

Comcast SmartZone

Click **Address Book**

Click **New**. Select **New Contact**

Add **roxies@roxiestlc.com**.

Click **Save**

EarthLink

Open **Address Book** and click **Add**.

Type in **roxies@roxiestlc.com** and click **Save**.

Gmail

On the left of the screen under Mail, click **Contacts**.

Select either **New Contact** on the left of the screen under Tasks or **Add to "My Contacts"** at the top of your screen under Search Contacts.

If you clicked on New Contact, enter **roxies@roxiestlc.com** and click Add. If you clicked Add to My Contacts, type **roxies@roxiestlc.com** and press Enter.

Hotmail

Select **Options** from your top menu.

Click **Mail**. Go to **Junk E-Mail Protection** and select **Junk E-Mail Filter**.

Select Enhanced and click **OK**.

Click **Safe List** and type **roxies@roxiestlc.com** in the space provided.

Click **Add** button.

McAfee SpamKiller

Go to **Friends** and click **Add**. Type **roxies@roxiestlc.com** in the space provided. Click **OK**.

MSN

Click on **Help & Settings**

Click **Email Settings**

Click on **Safe List**

In Add an item to this list, type **roxies@roxiestlc.com** to whitelist the

Click **Add**

Mozilla Thunderbird

Go to **Address Book**.

Click **New Card**.

Under Contact, type **roxies@roxiestlc.com** into the box provided.

Click **OK**.

NetZero

Go to **Options** and click **Safe List**.

Type **roxies@roxiestlc.com** in Add Address to Safe List.

Click **Add** then click **Save**.

Norton AntiSpam

Go to the **Status & Settings tab** and click **AntiSpam**.

Click **Configure** and go to the **Allowed List tab**.

Click **Add** and type **roxies@roxiestlc.com** in the Email Address box.

Click **OK**.

Outlook 2003 - 2007

Go to **Actions** in your toolbar and select **Junk E-mail**.

Go to **Junk E-mail Options** and click the **Safe Sender tab**.

Click **Add** and type in **roxies@roxiestlc.com**.

Click **OK**.

Spam Assassin

In your hard drive, find your Spam Assassin folder. Click the folder.

Open the file named **user_prefs** with a text editor or Notepad. (If the file does not exist you can create it using the instructions on Spam Assassin's website.)

Make a new line with the text whitelist_from and **roxies@roxiestlc.com**.

Save the file and close it.

Verizon

Go to **Options** and select **Block Senders**.

In the Safe List, type **roxies@roxiestlc.com**.

Click **OK**.

Yahoo!

Open your Yahoo! mailbox

Go to **Options** and click on **Filters**.

Under Mobile Device User, click **Add**.

In Filter Name type **roxies@roxiestlc.com**

In the top row, labeled "From Header" make sure **contains** is selected in the pull-down menu.

Click in the text box next to that pull-down menu, then enter **roxies@roxiestlc.com** to whitelist the domain

At the bottom, where it says 'Move the message to:', select **Inbox** from the pull-down menu.

Click on the **Add Filter** button again.