NewsBrief Help
Adding the NewsBrief to your Whitelist

To ensure that you receive the NewsBrief in your inbox, you should whitelist the sending email address, essentiallymarking it as safe in your email client. This will also prevent the NewsBrief from automatically going to your Spam or "Junk" folder.

Each mail client has a different process for adding a sender to your safe list. Below is a list of common email clients with step-by-step instructions to whitelist the NewsBrief and ensure images display correctly.

Note:

If you have subscribed to a MultiBriefs publication using your work or school email address, you may need to request additional assistance from your IT department to add the NewsBrief to the organization's whitelist.
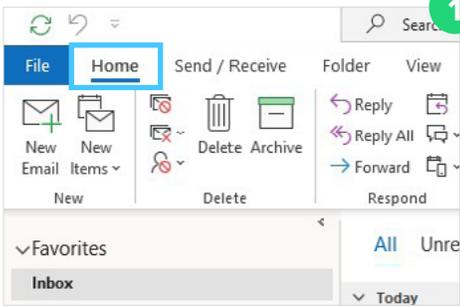
If you signed up to receive a MultiBriefs publication using a personal address and never got an issue, or delivery suddenly stopped, your Internet Service Provider may be filtering your email automatically. If you suspect that your ISP is filtering mail that you do want to receive, you should visit your ISP's support web site and look for their SPAM policy.

You may be able to:

1. Opt out of the filtering
2. Whitelist certain senders manually
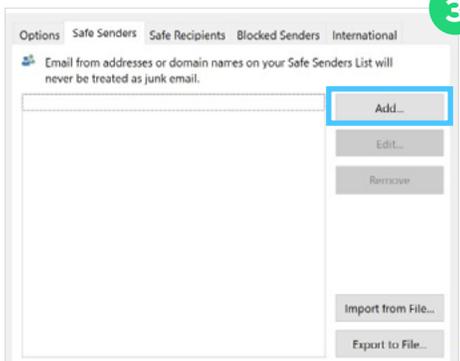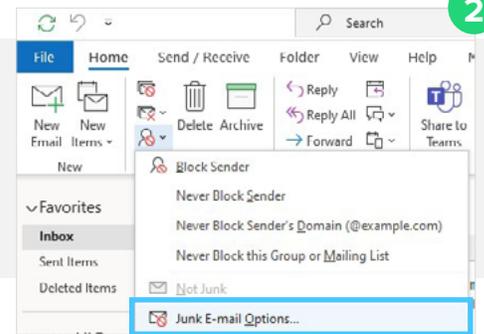3. Report a specific problem through a contact form.

If you can't find any of these options, contact your ISP via email or phone. Ask them if a server-side spam filter may be catching this wanted piece of mail, and request that the @strongmail. multiview.com domain be whitelisted.

MICROSOFT OUTLOOK

1 Click on the **Home** tab at the top of the screen.

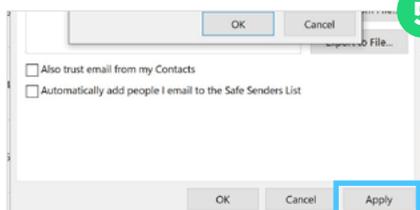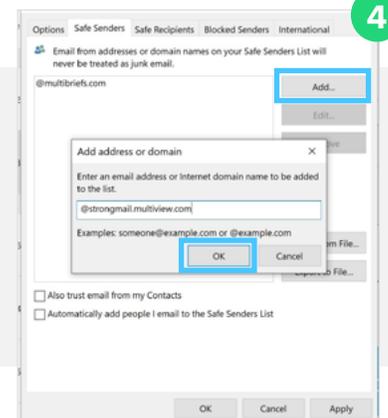**2** Click on **Junk**, and select **Junk E-mail Options**.

3 Click on the **Safe Senders** tab, then click **Add**...

4 Type **@multibriefs.com** in the field, and select **OK**.

Click **Add**... again and type **@strongmail.multiview.com**.

Select **OK**.
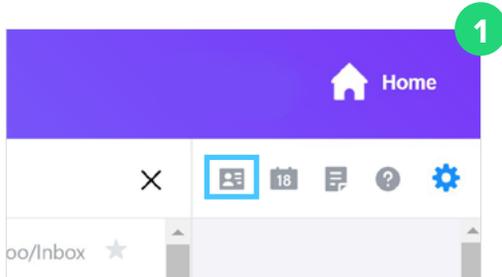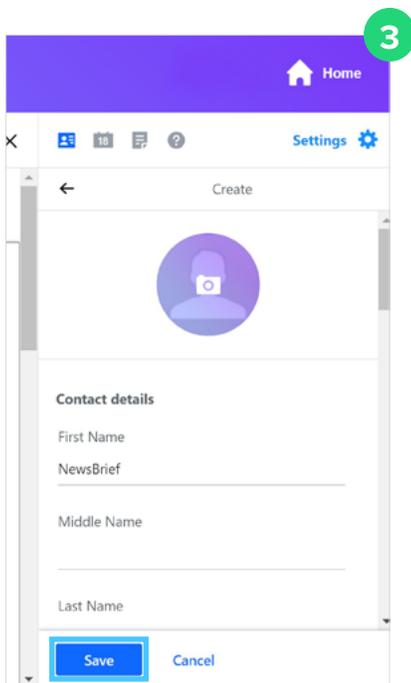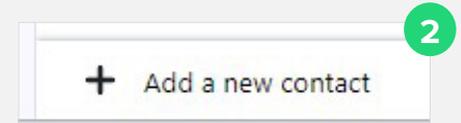
5 Click **Apply**, then click **OK**.

YAHOO MAIL

Yahoo will deliver mail to your inbox if it recognizes the sender's email as a contact.
To add a contact in Yahoo:

Click on the **Contacts icon** in the top right of the screen

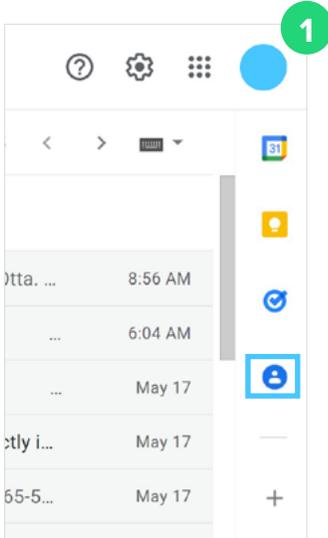Click **Add a new contact** at the bottom of the page

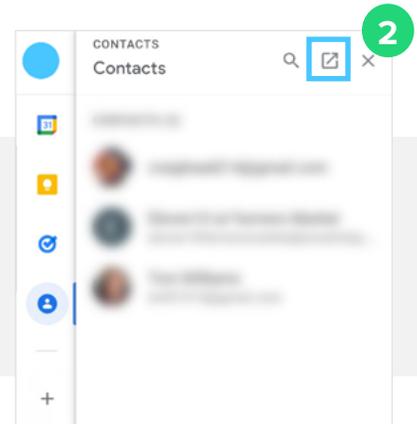Enter a First and Last name for the Contact (i.e. NewsBrief)

Enter the NewsBrief's sending email address
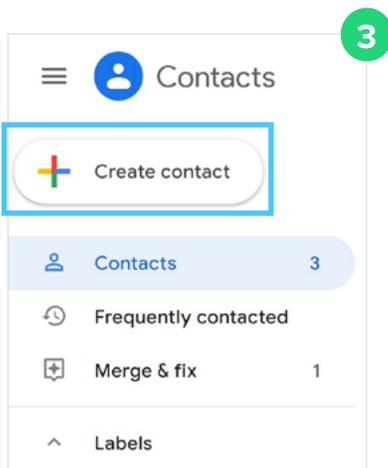(i.e. xxxx@multibriefs.com) and click **Save**

GMAIL

Gmail automatically delivers mail from a user's contacts list to their inbox.
To add a contact in Gmail:

1

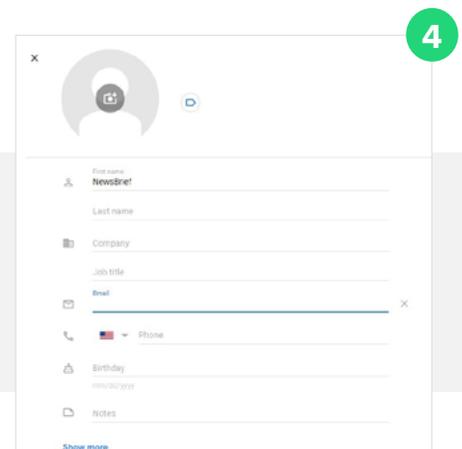Click the **Contacts icon** in the right navigation panel

2

Click **Open in new tab icon**

3

Click **Create Contact**

4

Enter the NewsBrief's sending email address
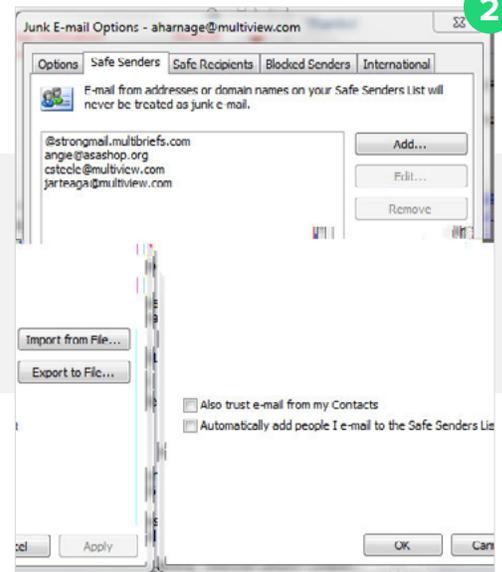(i.e. xxxx@multibriefs.com) and click **Save**
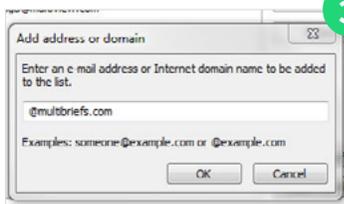
MICROSOFT OUTLOOK 2010

Click on the **Home** tab at the top of the screen.

Click on **Junk**, and select **Junk E-mail Options**.
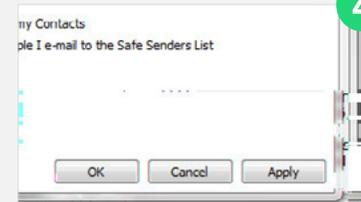

Click on the **Safe Senders** tab, then click **Add**...

Type **@multibriefs.com** in the field, and select **OK**.

Click **Add**... again and type **@strongmail.multiview.com**.

Select **OK**.

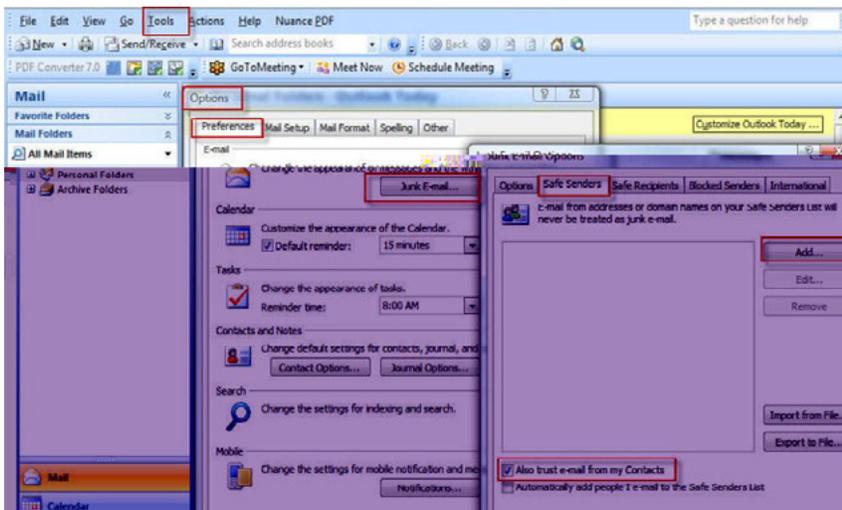

Click **Apply**, then click **OK**.

MICROSOFT OUTLOOK 2007 & 2003

1 In the menu bar, click **Tools** and select **Options**

2 Click **Preferences**

3 Click **Junk E-mail**

4 Click **Safe Senders**

5 Click **Add**. Enter **@multibriefs.com** and click **OK**.

6 Click **Add** again, and enter **@strongmail.multiview.com** and click **OK**.

7 Click **Apply**, then click **OK**.