

How to Add an Email Address to your Safe Senders' List

An increasing number of e-mail clients (Outlook, AOL, Hotmail, etc.) are including spam blockers that can affect delivery and display of some e-mail messages. This means that sometimes those desired email communications might not reach you.

If you have Outlook.com or Hotmail.com email addresses, it is possible that emails from FERA website may be delivered to your junk or spam folder instead of your inbox.

To ensure that you receive emails from FERA to your Outlook.com and Hotmail.com email addresses, we recommend adding the FERA domain to your list of safe senders. Here are some instructions to help you do that:

Login your Hotmail account using email and password.

1. In the top right corner of Hotmail inbox click gear icon.
2. Select **Options**.
3. Click on Safe senders.
4. Enter fera.uk.baps.org name in your safe sender's lists.
5. Save your settings.

The screenshot displays the Outlook Email interface. The top navigation bar includes the Outlook logo and the text 'Outlook Email'. On the right side of the top bar, there are icons for chat, notifications, settings (gear icon), and help. The left sidebar shows the 'Options' menu, with 'Safe senders' highlighted. The main content area is titled 'Safe senders' and contains a text input field with the value 'fera.uk.baps.org'. The 'Save' button is visible at the top left of the settings area. The bottom of the screenshot shows the Windows taskbar with various application icons and the system tray displaying the time as 01:38 on 27/01/2017.