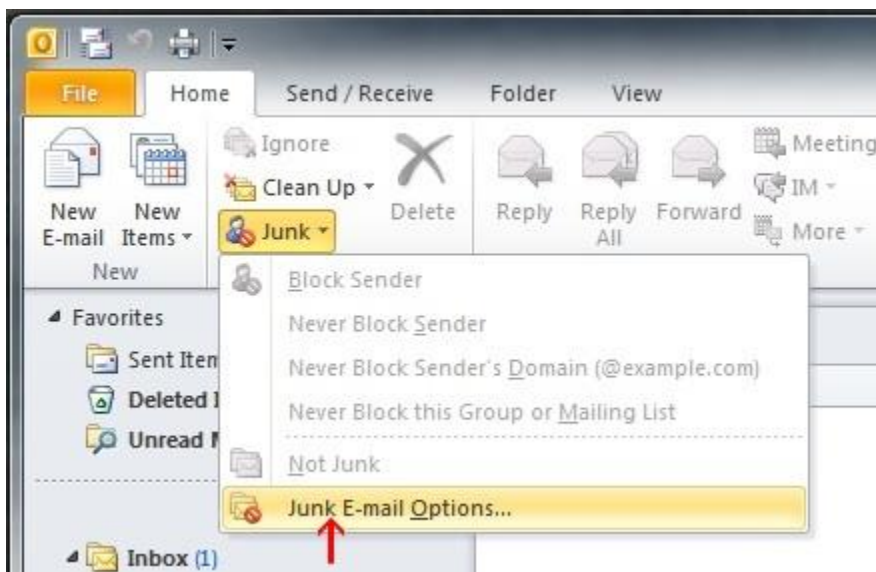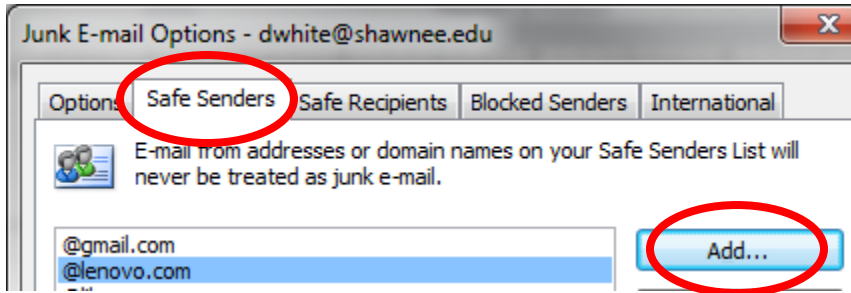# Adding @GetRave Alerts to the Safe Sender's List

1. Open Outlook 2010 and click on the "Home" tab at the top of the window.
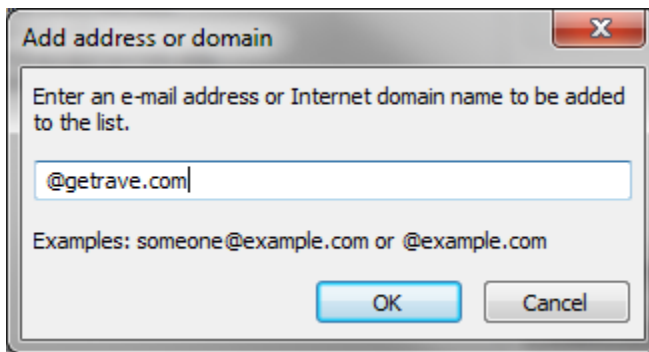

2. Click the "Junk" button and choose "Junk E-Mail Options" from the drop-down menu.

3. Click on the "Safe Senders" tab. Click on Add.

4. Type @getrave.com into the box and click the "Ok" button.

5. Click "OK" again to close the "Junk E-Mail Options" window.

After completing the above steps, GetRave alerts will no longer be sent to your Junk E-Mail folder. If you have any questions or problems, please contact the UIS Help Desk at 351-3538 or email us at help_desk@shawnee.edu