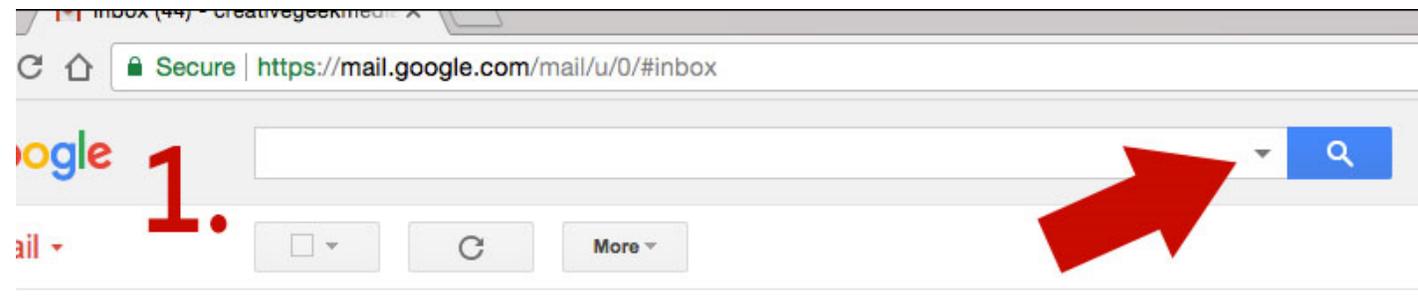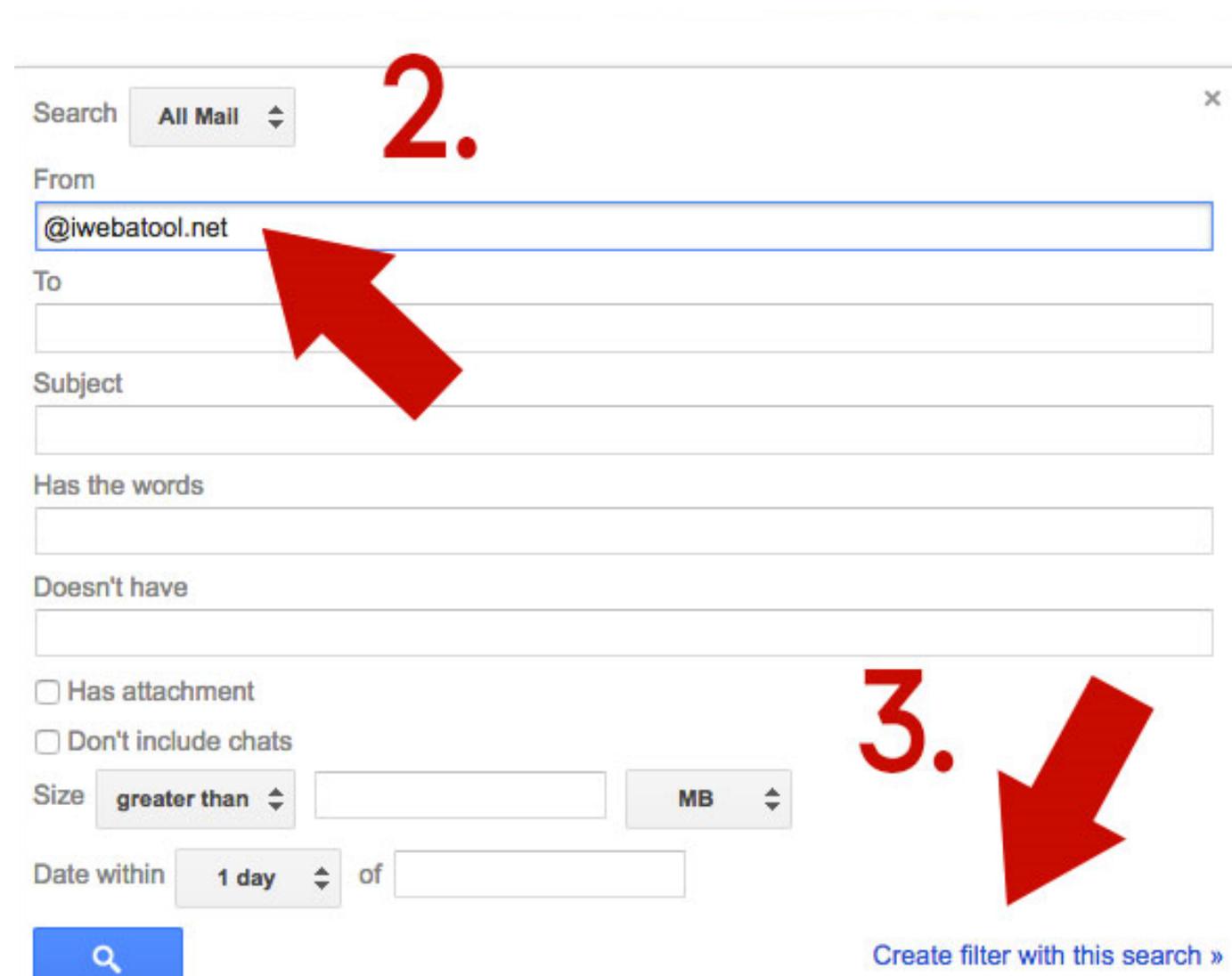# Directions on how to white list *i*WebaTool's emails on Gmail

**Step 1:** Click on the little arrow on the search bar at the top of your Gmail inbox.



**Step 2:** Type @iwebatool.net in the "From" space.

**Step 3:** Click "Create filter with this search"

**Step 4:** Click the box next to "Never send to spam"

Secure | https://mail.google.com/mail/u/0/#create-filter/has=iwebatool.net&sizeo

gle

from:(@iwebatool.net)
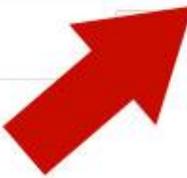
4.

**« back to search options**

When a message arrives that matches this search:

☐ Skip the Inbox (Archive it)

☐ Mark as read

☐ Star it

☐ Apply the label: Choose label... ⬍

☐ Forward it   add forwarding address

☐ Delete it

☑ Never send it to Spam

☐ Always mark it as important

☐ Never mark it as important

☐ Categorize as: Choose category... ⬍

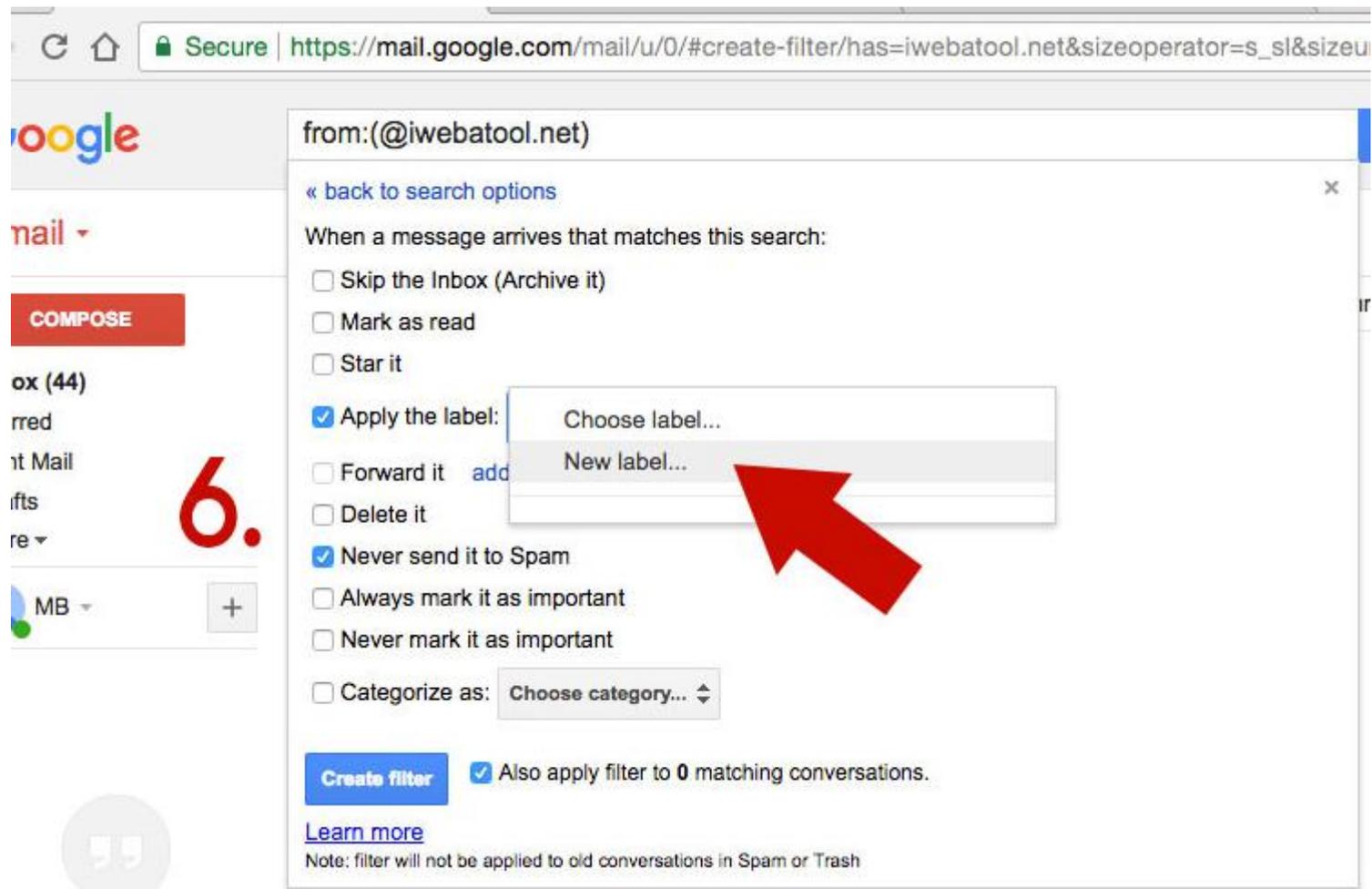**Create filter**   ☐ Also apply filter to **0** matching conversations.

Learn more

Note: filter will not be applied to old conversations in Spam or Trash

---

**Step 5:** Click the box next to "Also apply filter to [] matching conversations" (if there are already messages that match, the number will be included here)

from:(@iwebatool.net)

**« back to search options**

When a message arrives that matches this search:

☐ Skip the Inbox (Archive it)

☐ Mark as read

☐ Star it

☐ Apply the label: Choose label... ⬍

☐ Forward it   add forwarding address

☐ Delete it

☑ Never send it to Spam

☐ Always mark it as important

☐ Never mark it as important

5.

☐ Categorize as: Choose category... ⬍

**Create filter**   ☑ Also apply filter to **0** matching conversations.

Learn more

Note: filter will not be appli        ersations in Spam or Trash

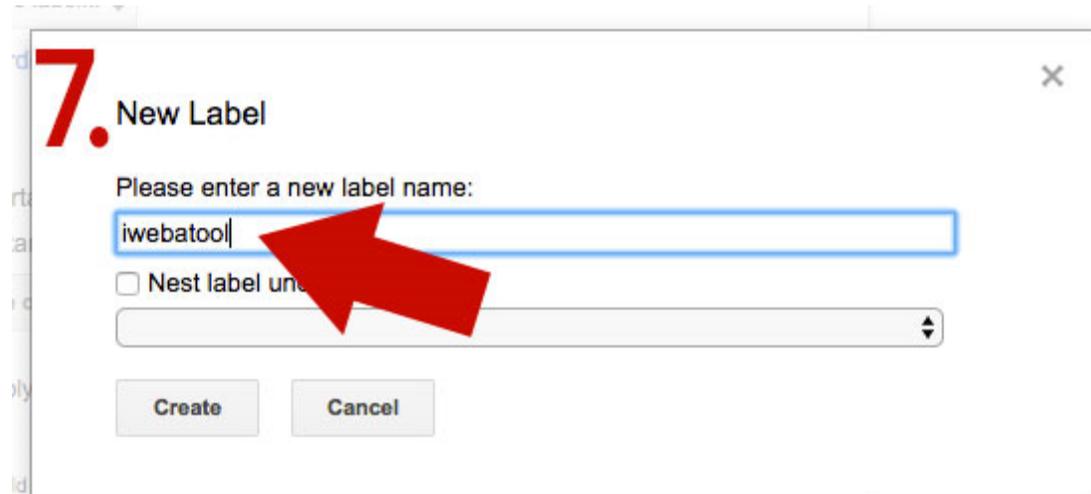C ⌂ 🔒 Secure | https://mail.google.com/mail/u/0/#create-filter/has=iwebatool.net&sizeoperator=s_sl&sizeu

oogle

from:(@iwebatool.net)

nail ▾

« back to search options                                                    ✕

When a message arrives that matches this search:

COMPOSE

☐ Skip the Inbox (Archive it)

ox (44)          ☐ Mark as read

rred

☐ Star it

nt Mail          ☑ Apply the label:        Choose label...

fts          **6.**                                New label...

re ▾              ☐ Forward it    add

☐ Delete it

MB ▾        +     ☑ Never send it to Spam

☐ Always mark it as important

☐ Never mark it as important

☐ Categorize as:  Choose category... ⇕

[Create filter]   ☑ Also apply filter to **0** matching conversations.

Learn more
Note: filter will not be applied to old conversations in Spam or Trash

                                                                    ✕

**7.** New Label

Please enter a new label name:

iwebatool

☐ Nest label un

⇕

Create          Cancel