Method one



(

Click on the three dots on the right hand side of the email

Barry Callebaut unveils the 'first nutraceutical fruit drink' | Mars Wrigley set to shake-up travel retail space | Vegan chocolate brand Ombar expands with oats-based bars | 'Silver lining' to England's new **HFSS** restrictions

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Confectionery	Forward Other reply actions
News.com	Delete Mark as unread
ONLINE EVENT	Flag Add to board Add to Safe senders
Treat Tomorrow, initiated by Barry Callebaut, aims to carve out the plan for 'new' ch	ocolate



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Select 'Add to safe senders'

Barry Callebaut unveils the 'first nutraceutical fruit drink' | Mars Wrigley set to shake-up travel retail space | Vegan chocolate brand Ombar expands with oats-based bars | 'Silver lining' to England's new **HFSS** restrictions

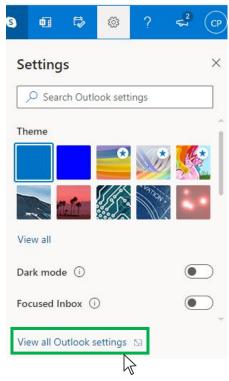
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		Flag	
	ONLINE EVENT	Add to board	>
		Add to Safe senders	
3	Click 'OK' on pop up		43
	Add newsletter@confectionerynews.com to the safe senders list?		
	Messages from newsletter@confectionerynews.com will not be marked as junk.		
	OK Canad		

Method two

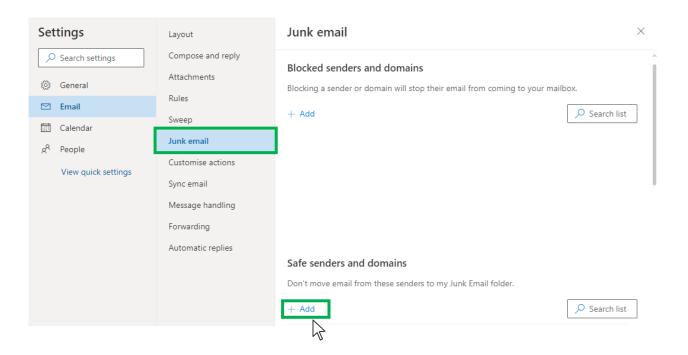


2

Click on the cog icon (Settings Menu) located on the top right and choose 'View all Outlook Settings'



On the menu located on the left hand side, select 'Junk email' (under Email) and click +Add under 'Safe senders and domains'



Outlook.com or Windows Live Mail



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Type 'newsletter@confectionerynews.com' into the text box and click enter to add us to your safe senders list

Settings	Layout	Junk email $ imes$
✓ Search settings	Compose and reply	
General General	Attachments	
🖾 Email	Rules	Safe senders and domains
Calendar	Sweep	
g ^R People	Junk email	Don't move email from these senders to my Junk Email folder.
View quick settings	Customise actions	+ Add $ ho$ Search list
view quick settings	Sync email	newsletter@nutraingredients-asia.com
	Message handling	
	Forwarding	
	Automatic replies	
		Safe mailing lists
		Save Discard



4 Press 'Save' at the bottom of the page to complete the process

Settings	Layout	Junk email $ imes$
✓ Search settings	Compose and reply	
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🗠 Email	Rules	
Calendar	Sweep	Safe senders and domains
g ^R People	Junk email	Don't move email from these senders to my Junk Email folder.
	Customise actions	+ Add \checkmark Search list
View quick settings	Sync email	newsletter@nutraingredients-asia.com
	Message handling	
	Forwarding	
	Automatic replies	
		Safe mailing lists
		Save Discard
		2