How to whitelist our email addresses in Thunderbird (desktop program)

From the Tools menu, click on Message Filters

File Edit View Go Message Events and Tag	Tools <u>H</u> elp		- 0)	×
	Address <u>B</u> ook Ctrl+Shit+B		₩ Ø	
🐺 Get Messages 🗸 🖋 Write 🔽 🖵 Chat	A Saved Files Ctrl+J	Search <ctrl+k></ctrl+k>	Q :	=
Thund	de Add-on Options > Activity Manager Chat status > il Join Chat]	
	Message Eilters Bun Filters on Folder W Run Filters on Message Run Junk Mail Controls on Folder Delete Mail Marked as Junk in Folder Import Dgveloper Tools Vi Dgveloper Tools Clear Recent History Carl Settings Options Create a new calendar	Feeds		
Advz C C C C C C C C C C C C C C C C C C C	anced Features Search messages Manage message filters Manage folder subscriptions Offline settings			
Fe			(ک) Today Pane	e ^

Ensure your email address is selected in Filters for, if not select it from the dropdown. Click New

J Message Filters		- U X
Filters for:	✓ 🖉 Search filters I	y name
Enabled filters are run automatically	/ in the order shown below. 0 ite	ms
Filter Name	Enabled	<u>N</u> ew
		<u>E</u> dit
		Delete
		Move to Top
		Move <u>U</u> p
		Move <u>D</u> own
		Move to <u>B</u> ottom
)		
Run selected filter(s) on: Choo	se Folder 🤜 Run Nov	Filter Log

We have <u>TWO</u> domains and a Gmail email address which need to be entered into the filter as detailed below.

Our domains are: @sjellisaccountants.com.au and @thura.com.au Our Gmail address is: steve.ellis6@gmail.com

Add a Filter name of your choice	Filter Rules	×		
Tick Manually Run Tick Getting New Mail Select Filter before Junk Classification from the dropdown Choose Match any of the following	Apply filter when: ✓ Manually <u>R</u> un ✓ <u>Getting New Mails</u> Filter before J Archiving After Sending Periodically, every 10 minutes Match all of the follow From ✓ contains	unk Classification v ch any of the following O Material messages v @sjellisaccountar + -	Enter @sjellisaccountants.com.au into the text box	
Select From	Perform these actions:		Click the + box to add	
Select contains	Move Message to	Inbox on V +	another line	
Filter Rules	×			
Filter name: SJ Ellis whitelist				
Apply filter when: Manually Run Getting New Mail: Filter before Junk Classification Archiving		Ensure From and cont ate the dropdowns	ains are also selected in	
□ After Sending □ Pgriodically, every 10 minutes ○ Match all of the following Match any of the following From	Match all messages tar +	 Enter @thura.com.au in the text box 		
Perform these actions: Move Message to	Cancel	Click + again to add and	other line	
Filter Rules	×			
Filter name: SJ Ellis whitelist	02.14			
Apply filter when: ☑ Manually Run ☑ Getting New Mail: Filter before Junk Classification		Ensure From and contains are also selected in the dropdowns		
After Sending Periodically, every 10 minutes Match all of the following		Enter steve.ellis6@gmail.com in this text box		
From contains @simtsaccountar + - From contains @thura.com.au - From contains steve.ellis6@gmail + Perform these actions: - -		Ensure Move Message to is selected		
Move Message to		Select the Inbox of you dropdown	r email account in the next	
OK	Cancel	Click OK Then close the Message	e Filters menu	

Right-click on the Spam/Junk folder for your email address and select Properties



Folder Properties	×	
General Information Retention Policy Syn	chronization Sharing Quota	
<u>N</u> ame: spam		
Location: imap://	/INBOX/spam	
Number of messages: 0	Size on disk: 0 KB	
Include messages in this folder in <u>G</u> lot	oal Search results	
When getting new messages for this a	count, always check this	
to der		
Fallback Text Encoding: Western (ISO-8	· (۱-وره	Tick When notting new measures for this
Apply encoding to all messages in	the folder (individual	Tick when getting new messages for this
ignored)	id auto-detection will be	account, always check this lolder
Sometimes the folder index (.msf) file be	comes Repair Folder	
damaged and messages may appear mis	ising or	
deleted messages continue showing; rep the folder may fix these issues.	airing	
		Then click OK
L	OK Scancel	
20-		1

This completes the process of setting up message filters for our email addresses.

Following the steps above should ensure that our emails go straight to your Inbox, not your Spam folder.