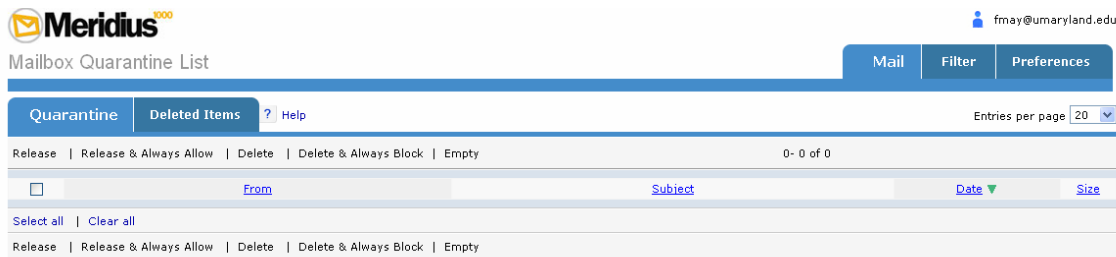


Blocking email addresses

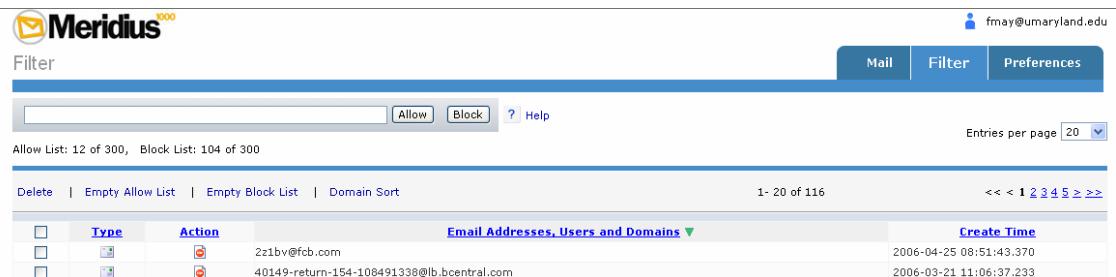
You can block email addresses from coming into your Inbox.

To block an email address from coming into your Inbox, you need to add it to your list of blocked email addresses in Meridius.

1. From one of your Quarantine Digest Messages, go to your Mailbox.



2. Select the “Filter” option (upper right hand corner).



3. Enter the email address to be blocked in the upper left hand corner and click on the “Block” button.



4. The email address will be added to your list of blocked emails.

Meridius 600

Filter

Mail Filter Preferences

Allow Block ? Help

Allow List: 12 of 300, Block List: 105 of 300

Entries per page 20

Delete | Empty Allow List | Empty Block List | Domain Sort 41- 60 of 117 << < 1 2 3 4 5 > >>

<input type="checkbox"/>	Type	Action	Email Addresses, Users and Domains	Create Time
<input type="checkbox"/>			disability2@scranton.edu	2006-05-03 10:40:24.284

5. Close Meridius.

Questions?

For questions concerning blocking email addresses, call the Assistance and Service Center (ASC) Help Desk at 410-706-HELP (4357) (weekdays 8:00 a.m. - 5:00 p.m.), or send an email to: help@umaryland.edu