

SBCGlobal (AT&T) – HOW TO ADD SENDERS TO YOUR INBOX

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To get autoresponder emails into your SBCGlobal inbox instead of spam, **mark them as "Not Spam" when they land in junk**, add the sender to your [Contacts/Address Book](#), and create a specific [Filter](#) in AT&T/SBCGlobal settings to move messages from that sender directly to your Inbox, as SBCGlobal uses AT&T's mail system for management.

Step-by-Step Guide for SBCGlobal (AT&T)

1. Train the Filter (Immediate Action):

- Go to your Spam/Junk folder in SBCGlobal webmail.
- Find the autoresponder email.
- Select the email and click the "Not Spam" button in the toolbar to move it to your Inbox and teach the system.

2. Add to Contacts/Safe List (Recommended):

- Log in to your AT&T/SBCGlobal webmail.
- Open the email from the autoresponder or find the sender's address.
- Look for an "Add to Contacts," "Add to Safe List," or "Add to Address Book" option to whitelist them.

3. Create a Filter (For Persistent Senders):

- Log in to your mail.
- Click the **Gear icon** (Settings) and select **"More Settings"** or **"Mail Options"**.
- Go to the **"Filters"** section (sometimes under "Spam" or "General").
- Click **"Add"** or **"+ Add new filter"**.
- Set a rule: **"From"** contains the autoresponder's email address.
- Set the action: **"Move the message to"** the **"Inbox"**.
- Save the filter.