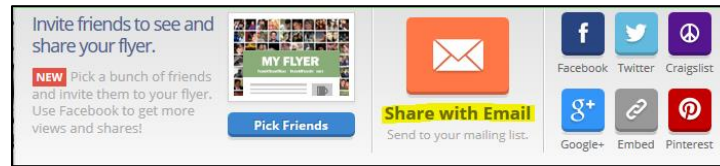


Sharing your Smore Flyer via Email



Problem:

Smore flyers will get trapped in NEOMIN's Barracuda Spam & Virus Firewall. NEOMIN cannot globally "whitelist" the Smore.com website. However, the workaround is very easy!

Solution:

Create your Smore flyer and click the "Share with Email" option. Send the flyer to your NEOMIN email address (not an entire group). Log into Barracuda and add Smore.com to your "Whitelist/Blocklist" (to allow mail from this website in the future). Once you receive your Smore email, forward the email to the appropriate email addresses.

Directions on How to Whitelist Smore.com:

- 1) Log into NEOMIN's Barracuda Spam & Virus Firewall using your email username and password. From NEOMIN's website click on Email dropdown, then select **Email >> Logins >> Barracuda**.
- 2) Once in Barracuda, click the "Preferences" tab and then "Whitelist/Blocklist"
- 3) Add "**smore.com**" in the open text box; click "Add" (see screenshot below). This will allow any future Smore flyers that you send to yourself to go directly into your NEOMIN email, and not get trapped in SPAM.



- 4) Next, go to your Quarantine Inbox, and release your trapped Smore flyer. Log into your NEOMIN email to retrieve your flyer.
- 5) Forward the Smore flyer to your teachers (deleting anything that needs deleting... I delete the bottom Smore information). Note: Your Smore flyer WILL NOT get trapped in your teacher's SPAM folders as the email is coming from your NEOMIN email and not the Smore email server. Yay, Happy Dance!!!! :)