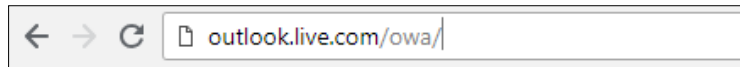




## Understanding the Registry Hotmail's Safe Senders List

**Step 1:** Open a web browser and go to outlook.live.com (address: <https://outlook.live.com/owa/>)

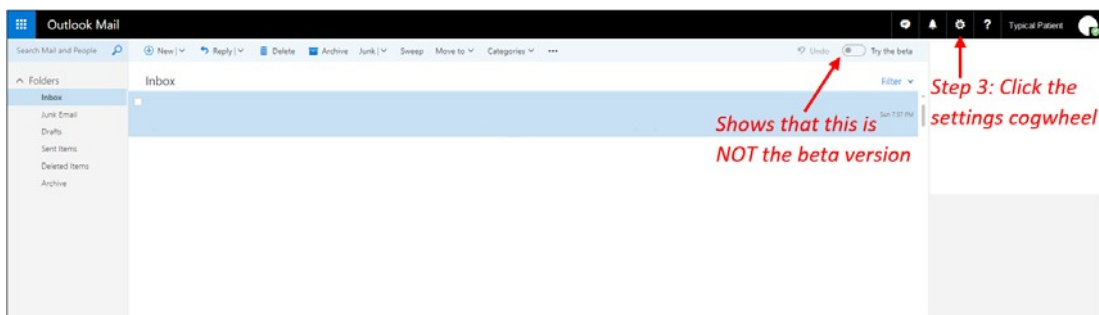


**Step 2:** Sign into your Hotmail account.

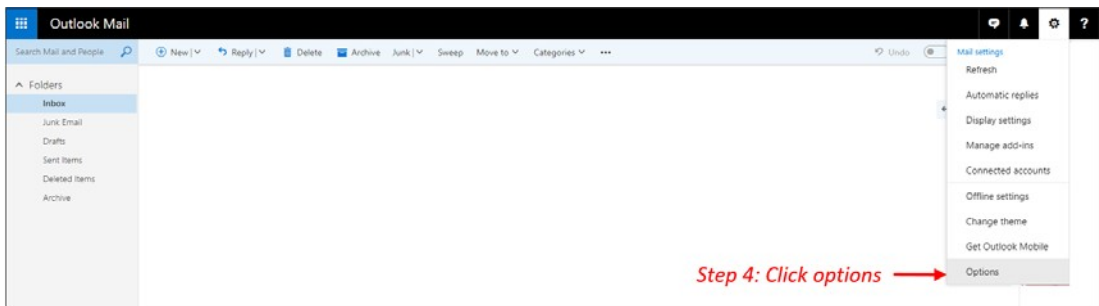
\*Determine if you are using the beta or non-beta version and follow the steps for the appropriate version.

**FOR THE NON-BETA VERSION:**

**Step 3:** Click on the cogwheel on the upper right-hand corner.



**Step 4:** Select "Options."



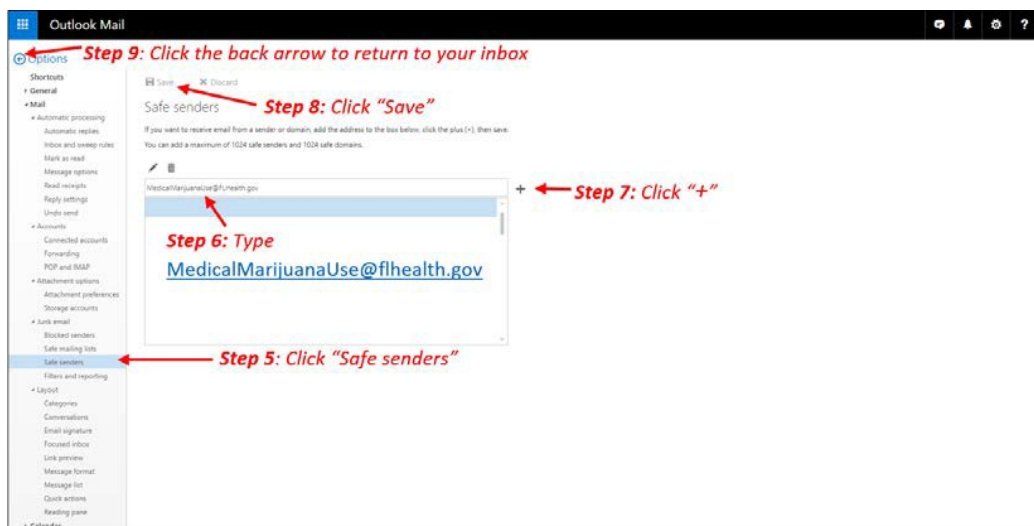
**Step 5:** Click "Safe senders."

**Step 6:** Type [MedicalMarijuanaUse@flhealth.gov](mailto:MedicalMarijuanaUse@flhealth.gov) in the box which says, "Enter a sender or domain here."

**Step 7:** Click the "+" on the right-hand side of that box.

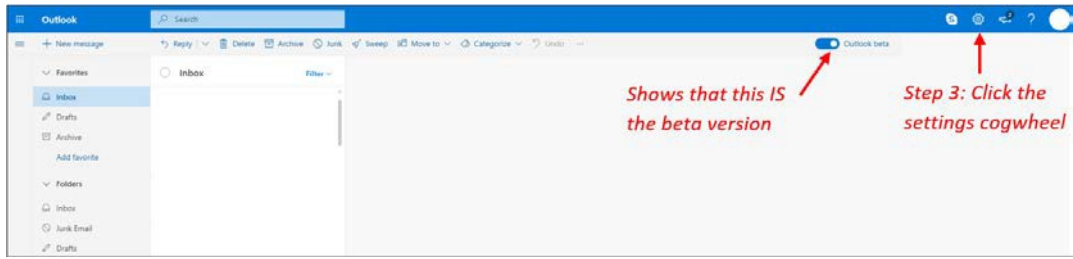
**Step 8:** Click "Save" at the top of the page.

**Step 9:** Click the back arrow next to the Options on the upper left-hand corner to return to your inbox.

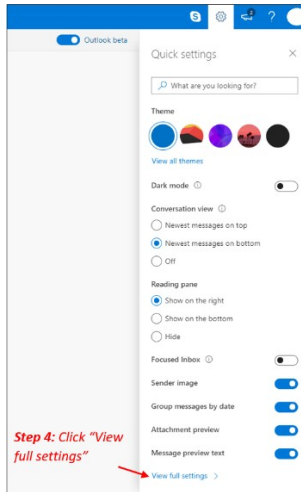


**FOR THE BETA VERSION:**

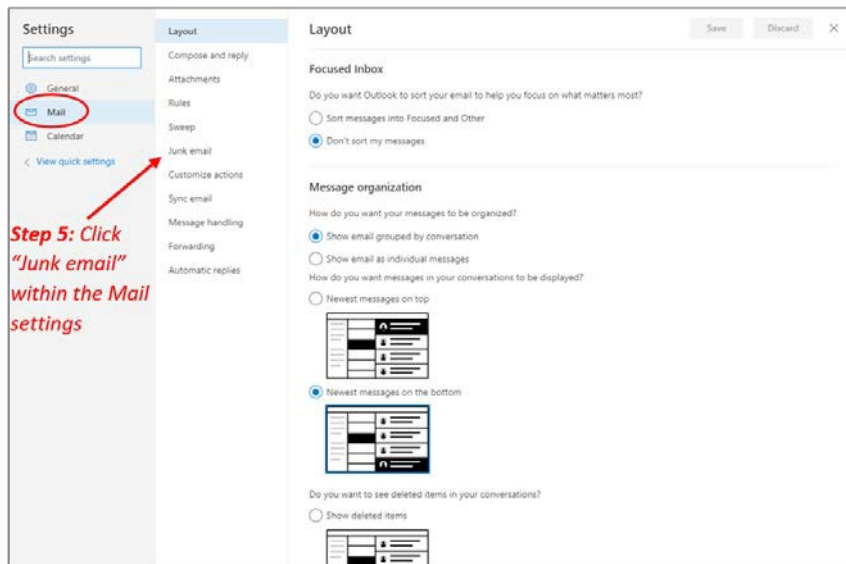
**Step 3:** Click the cogwheel on the upper right-hand corner.



**Step 4:** Click "View full settings."



**Step 5:** Click "Junk email" within the Mail Setting.



**Step 6:** Type [MedicalMarijuanaUse@flhealth.gov](mailto:MedicalMarijuanaUse@flhealth.gov) in the box under Safe senders that says, "Add a sender here."

**Step 7:** Click "Add."

**Step 8:** Click "Save."

**Step 9:** Click "X" to go back to your inbox.

