Adding an Email Address or Domain to the Safe-Sender or Blocked List

1. Go to https://dh4119-euq1.iphmx.com.
2. Enter your Username and Password (The passphrase is your Samford password).

Enter your login information below. If you are unsure what to enter,
please contact your administrator.

Login	
Username:	username
Passphrase:	••••••••••••••••
	Login

3: In the top right corner of the browser, click either "Safelist" or "Blocklist".

Welcome:
Options
Click here...

Safelist
Blocklist
...and then here
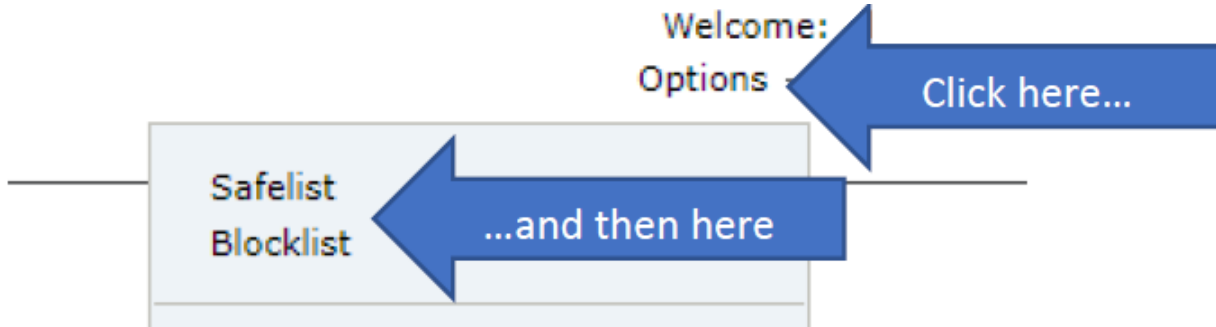
4. In the text field of the box that comes up, enter either the email address (i.e. username@samford.edu) or domain (i.e. samford.edu). Click "Add to list". This process is the same for both the Safe and Block Lists.

Add email here...   Add to List   ...then click here.

No items in list