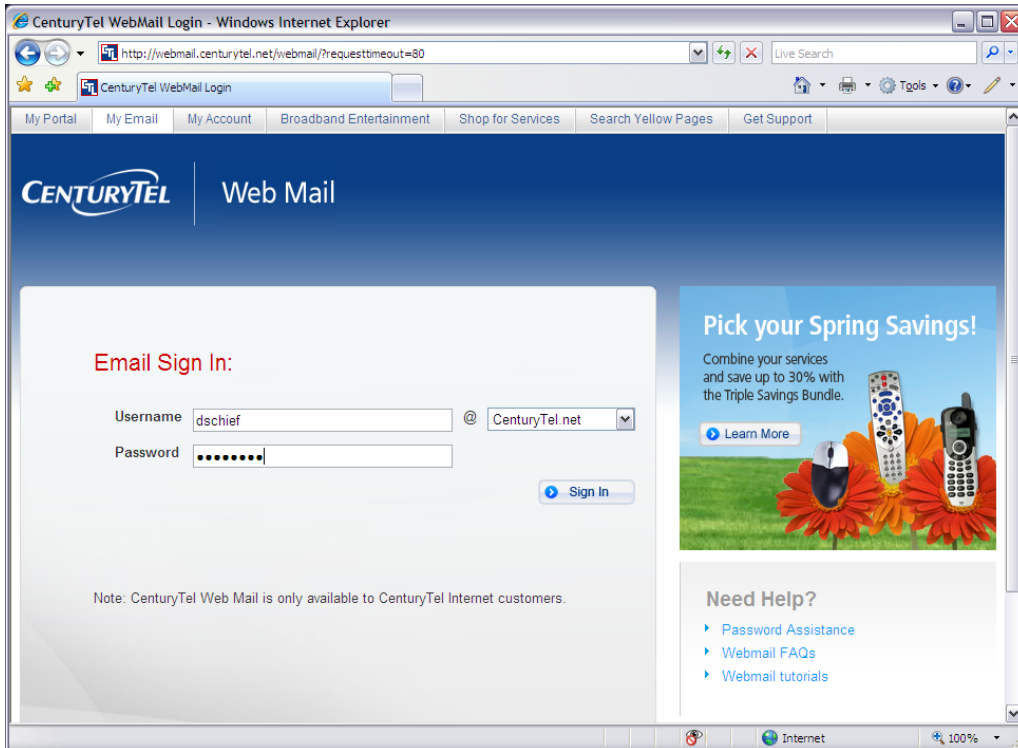
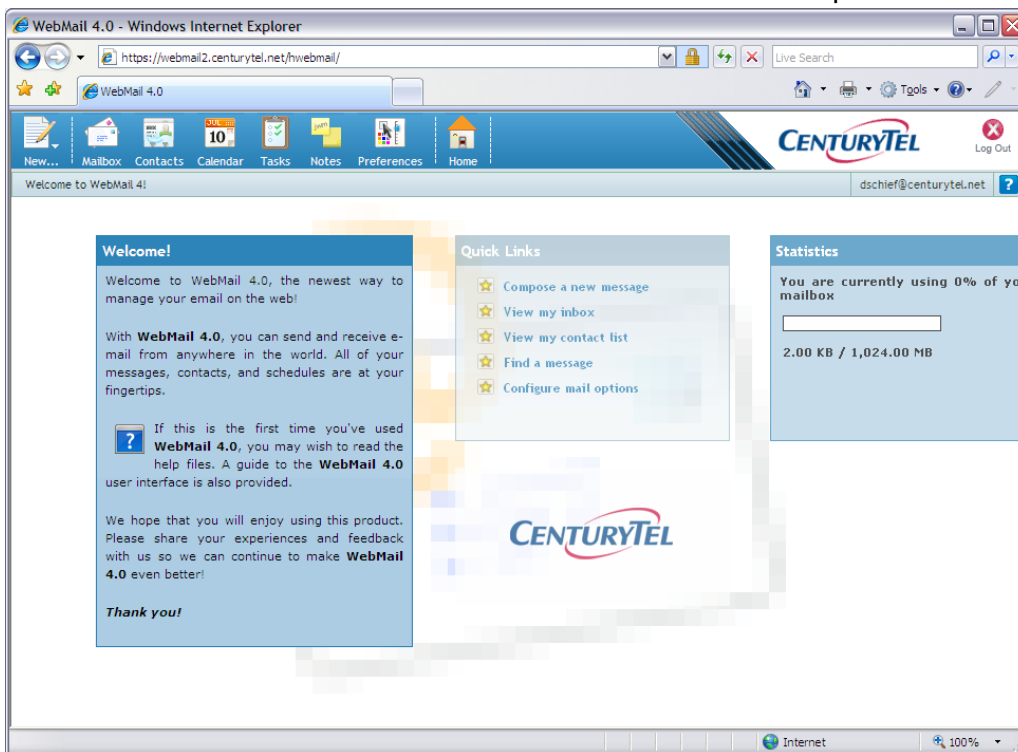


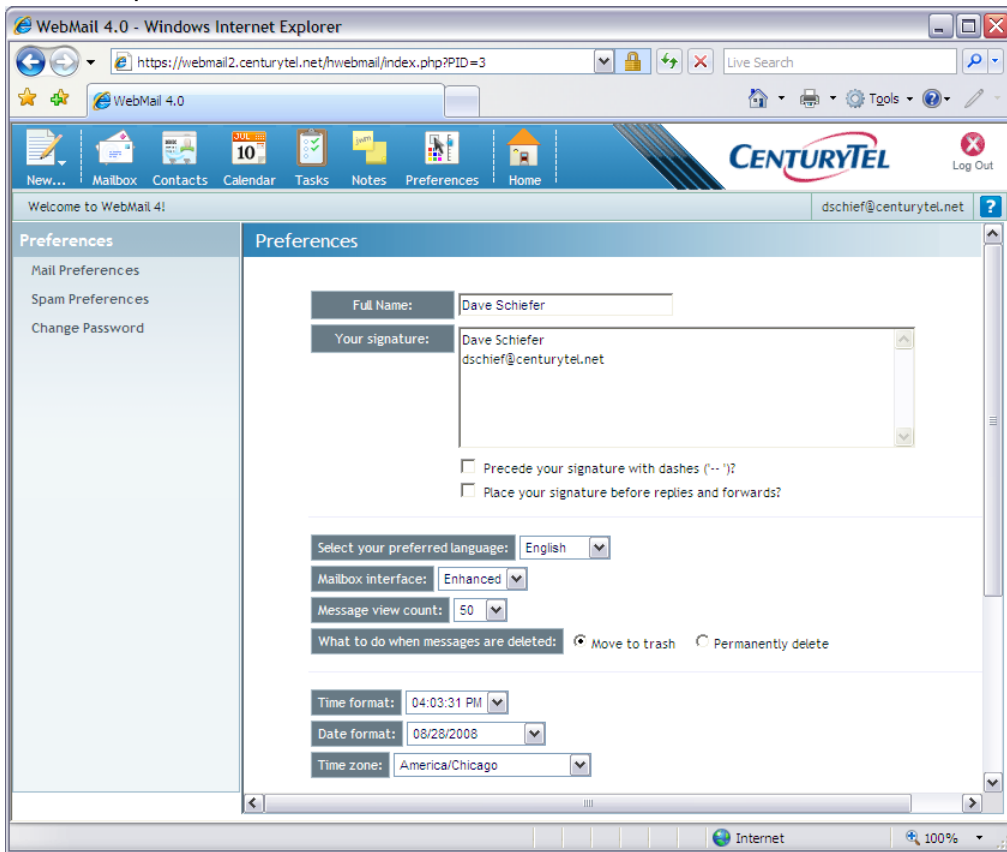
Instructions for CenturyTel users to unblock RenWeb messages. Go to <http://webmail.centurytel.net> and enter your username and password as given to you by CenturyTel (like screen shot below).



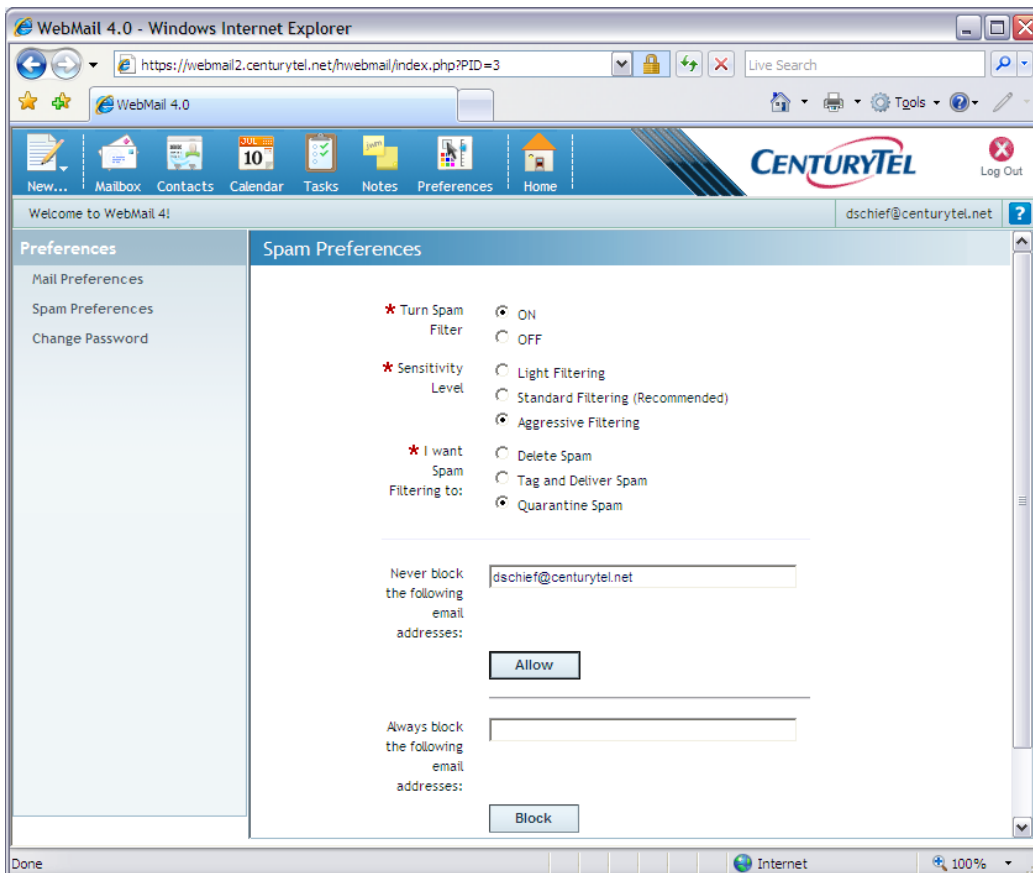
On the next screen – click on the Preferences button near the top.



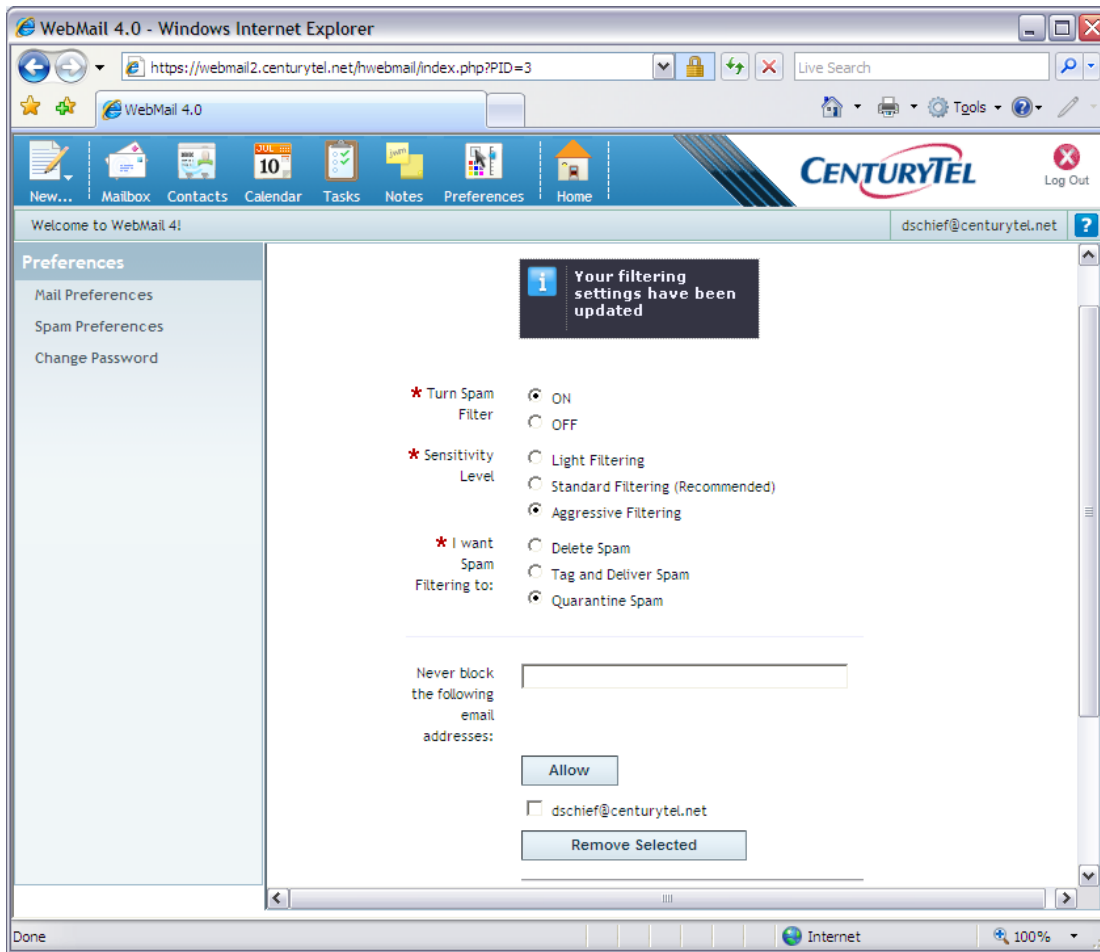
Click on Spam Preferences on the left side of the screen –



Type in **YOUR** centurytel.net address in the box next to: Never block the following email addresses: (like shown below) – Then click the Allow button. Type the following in the same box as before: ***@cfsknights.org** Then click the Allow button. Click on the Save button at the bottom .



You will see a screen similar to this one:



Now you will receive emails from RenWeb.

Click on the Mailbox Icon at the top and then Click on the Junk folder on the left hand side of the page. This will show all the emails that were flagged as spam. You should see most of the messages from the school here. Once you have done this procedure, I would come back to this folder about a week or two later to make sure it is still not flagging messages from the school as spam. If you have any questions, contact Dave Schiefer at the school.

End of Instructions.