

Welcome to the Carl Spackler Open.

Our event is not your average golf outing. The event communicates using technology almost exclusively. It is your responsibility to respond and make sure you receive communications. This document was created for individuals who are not receiving emails from our event webserver.

The Carl Spackler Open website will communicate to everyone through both email and text. It will use mailing addresses for refunds, gifts, and other event needs.

### STEP #1

Visit CarlSpacklerOpen.com and login. Click on address book. This is what is being used by everyone including finance, fellow golfers, and purchasing gifts on your behalf. Make sure your contact information is accurate.

#### STEP #2

Look at your cell phone number in your profile. Our website server requires an accurate number to group text you. Texting is used when (1) you do not respond to emails, periodic alerts, AND (2) during the actual 4-day event.

#### STEP #3

Our server successfully communicates to the masses. There are a handful of problems each year, however the problem is your responsibility. We are here to help you. Contact us and we will do what we can to help you solve your problem.

THE REMAINDER OF THIS DOCUMENT IS DESIGNED TO HELP WHEN YOUR EMAIL SERVER IS SENDING OUR EVENT EMAILS DIRECTLY TO YOUR SPAM OR JUNK FOLDER.



Email servers can automatically identify suspicious or unknown email and mark those emails as "spam" or "junk". When you open your Spam/Junk label or folder inside your email account, you'll see emails that were marked as Spam/Junk. Each email will often include a label at the top that explains why it was sent to Spam/Junk. You can "mark" or "unmark" emails as Spam/Junk.

This document includes a few screen shots below from a GMAIL account. It shows examples for GMAIL accounts. It visually attempts to show you where to mark an email as "NOT SPAM" or "NOT JUNK". This type of action likely will send future emails directly to your inbox.

You can likely find similar help with other email servers, but googling "spam junk unmark aol", "spam junk unmark msn", etc.

There are 3 full pages of help below this sentence.



## **GMAIL WEBSITE USING MICROSOFT WINDOWS**

The email screenshot is taken inside the Spam folder (circled in green). Clicking "Not Spam" (circled in red) will move the email and also mark future emails appropriately.





## **GMAIL WEBSITE USING APPLE IPAD**

The email screenshot is taken inside the Spam folder (circled in green). Clicking "Not Spam" (circled in red) will move the email and also mark future emails appropriately.

7:32 PM Sun Nov 25		🗢 🏹 49% 🔳 🕅
$\langle \rangle$		c 🛈 + 🗇
≡ (Spam 1)	×	Not spam
Q Search	Greg Long - Carl Spackler Open	
Greg Long 7:30 p ✓ Carl Spackler Open	This is a sample email.	^
This is a sample email.		
gregorie0880@gmail.com 🔺		



# EMAIL APP FOR GMAIL USING APPLE IPAD

The email screenshot is taken inside the Junk folder (circled in green). Clicking the flag (circled in red) and then "Mark as Not Junk" (circled in red) will move the email and also mark future emails appropriately.

