

## [Setting up E-mail filters for H-Net Commons Notifications](#)

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If you would like to set up a filter in your e-mail so that your messages from the H-Net Commons automatically get placed in a specific folder find the guide below which corresponds to the e-mail client which you use.

There are two unique identifiers in email notifications from us that you can use to filter this mail:

- all notifications from the H-Net Commons will always come "From: H-Net Notifications <[drupaladmin@mail.h-net.org](mailto:drupaladmin@mail.h-net.org)>" You can use this From' line **to filter all your notifications** into one mailbox. These would include system messages (like subscription changes).
- to **filter by individual networks:** the Subject: line of all notifications from specific networks will contain the network name, e.g. "Subject: H-SAWH:" followed by the specific subject field. You can set a filter that "subject" "contains" the network name, to filter into a network-specific mailbox. And you can combine filter conditions to ensure that only those messages from us get filtered (e.g. "From" is "[drupaladmin@mail.h-net.org](mailto:drupaladmin@mail.h-net.org)> AND "Subject" contains "H-SAWH:")

See below for specific instructions:

- In order to set up filters in Outlook, [see this guide from Microsoft](#)
- In order to set up filters in Gmail, [see this guide from Google](#)
- In order to set up filters in Thunderbird, [see this guide from Mozilla](#)