

Make sure you get our emails on your iPhone

If you use the Mail app.  on an iPhone running iOS 18.2 or later, the app automatically sorts your email messages into categories.

Make sure **U3A Nunawading emails** appear in your **Primary inbox** - or turn off categories and return to the old list view. See below for instructions.

Using categories in Mail on iPhone

In iOS 18.2 or later, the Mail app automatically sorts your email messages into categories to help you find and manage messages quicker.



Primary: Find personal messages and time-sensitive information.



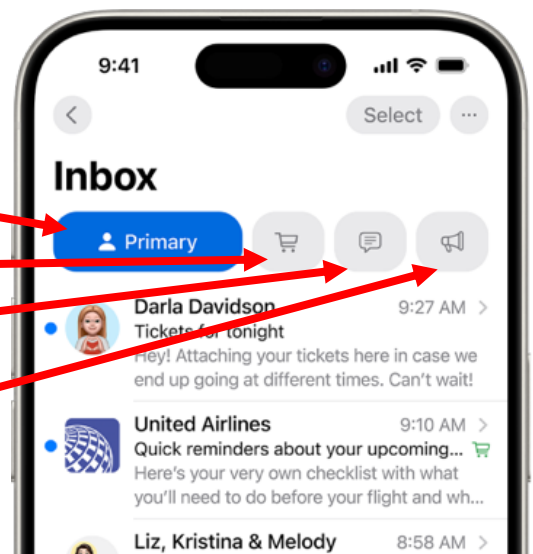
Transactions: Keep track of your confirmations, receipts, and shipping notices.



Updates: Catch up on news, newsletters, and social updates.



Promotions: Browse your coupon and sales emails.



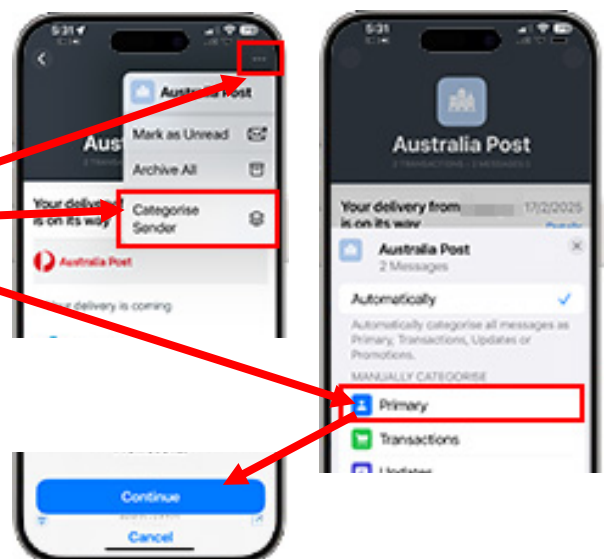
Note: When a Transactions, Updates, or Promotions message includes time-sensitive information, it will also be included in the Primary message list.

Change the category of a sender INTO Primary

Do this to move U3A Nunawading emails into your Primary Inbox.

1. Go to the Mail app on your iPhone. 
2. If the message is NOT in Primary:
 - Tap  at the top of the message list, then choose Categorize Sender.
3. Choose Primary, then tap Continue.

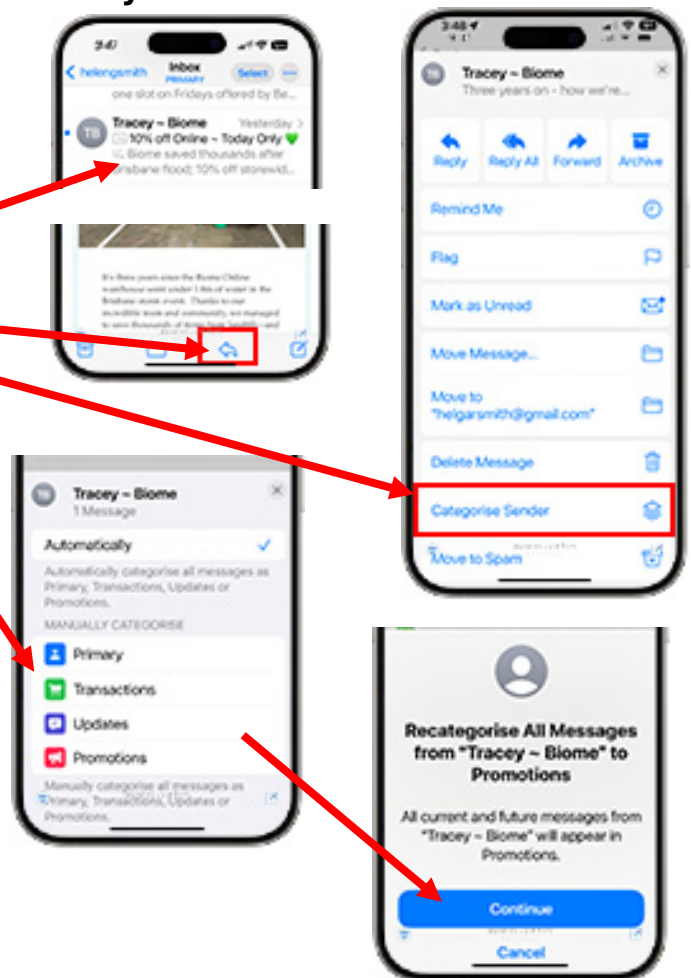
All current and future messages from the sender will appear in the Primary category.



Change the category of a sender OUT of Primary

1. Go to the Mail app on your iPhone. 
2. If the message is currently in Primary and you want to move that sender to a different category:
 - Tap a Primary message to open it,
 - tap ,
 - then choose Categorize Sender.
3. Choose a category, then tap Continue.

All current and future messages from the sender will appear in the category you choose.



Turn off categories

Go to the Mail app  on your iPhone.

In an inbox, tap  at the top of the screen, then choose List View.

Tip: You can quickly view all emails in an inbox. Swipe left on the categories at the top of the inbox to open All Mail.

List view

