How to resolve the Undeliverable message when emailing to greenslips@monroecc.edu:

- 1- Open a new email
- 2- In the To: field, type gr
- 3- The Autocomplete drop-down list opens. The first entry is Greenslips greenslips@monroecc.edu

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	<u>⊆</u> c	Greenslips <greenslips@monroecc.edu></greenslips@monroecc.edu>						
	Bcc	Graves, Kristy Mooney (Applied Technologies) (kgraves@monroecc.edu)						

4- Click on the black X for that entry; the entry disappears from the list.

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	<u>B</u> cc	Graves, Kristy Mooney (Applied Technologies) (kgr	iraves, Kristy Mooney (Applied Technologies) (kgraves@monroecc.edu)									1

5- The Greenslips entry is now gone from the list

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- 6- In the To: field, type Greenslips
- 7- The email will now get through!
- 8- If you wish to test the fix, please type TEST in the subject line.