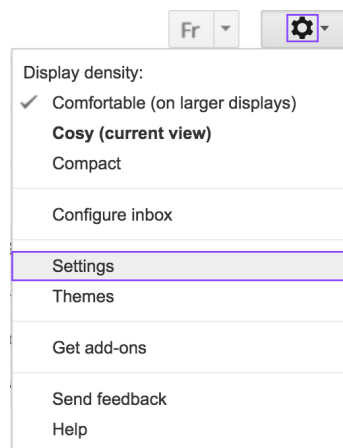


I only want to receive the important emails sent by Julie (Google)

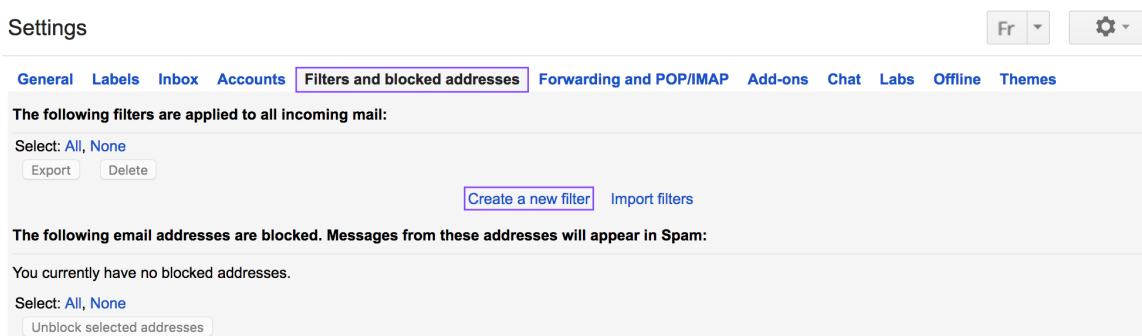
Last Modified on 20/02/2018 4:52 pm CET

Julie systematically copies you on every email exchange made when organizing your meetings. If you wish to limit the number of emails you receive from Julie , you can create a filter in your inbox that allows you to only receive the emails that require a response and those that recap the invitation that was sent.

To create a filter, click on **Settings** and on **Settings** :



Then, click on "**Filters and blocked addresses**" and on "**Create a new filter**".



In the field "**From**" add your Julie 's email address, in the field "**Includes the words**" add "**cc:youremailaddress**" (see the example below : "cc:margot@juliedesk.com). Then, click on "**Create filter with this search**".

Filter
✕

From

To

Subject

Includes the words

Doesn't have

Has attachment

Don't include chats

Size

[Create filter with this search »](#)

Then, select "Skip the Inbox (Archive it)" and "Apply the label". Click on "Choose a label" and select the option "New label" and called it "Julie's emails" (for example). Don't forget to click on "Create".

[« back to search options](#)
✕

When a message arrives that matches this search:

Skip the Inbox (Archive it)

Mark as read

Star it

Apply the label:

Forward it [add forwarding address](#)

Delete it

Never send it to Spam

Always mark it as important

Never mark it as important

Categorise as:

Create filter
 Also apply filter to 35 matching conversations.

[Learn more](#)

Now, you have a filter and a new label in your mailbox !

Matches: **from:(julie@juliedesk.com) cc:margot@juliedesk.com**

Do this: Skip Inbox, Apply label "Julie's emails"

[edit](#)
[delete](#)