

MAIL TO WUNDERLIST

Wunderlist is a personal to-do app that allows you to organise your projects and tasks across work and life.

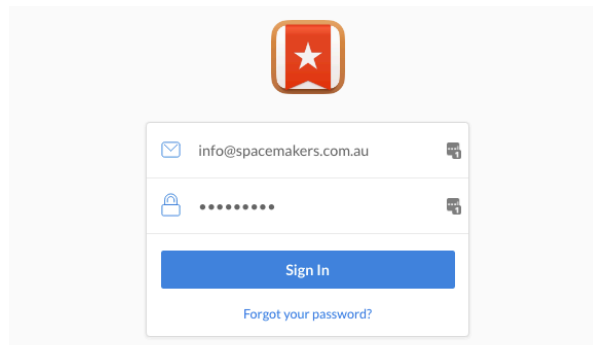
The Mail-To-Wunderlist feature allows you to quickly and easily convert emails into an action/task in Wunderlist, simply by forwarding them from your email account.

HOW DO I TURN AN EMAIL INTO AN ACTION USING MAIL-TO-WUNDERLIST?

Follow the instructions below to turn an email into an action/task using Mail-To-Wunderlist.

Note: This feature only works from the email addresses connected to your Wunderlist account.

To get started go to www.wunderlist.com/account/emails and login to your Wunderlist account.



The **Manage your Account** window will open.

On the **Email Addresses** tab add any email addresses that you plan to use to email tasks to your Wunderlist account.

Then click on the **Mail To Wunderlist** tab.

Manage your Account

EMAIL ADDRESSES MAIL TO WUNDERLIST APPS

Your Email Addresses

To make it easier to use Wunderlist at home and in the office, you can add different email addresses to your account here. Only your Primary email address will get notifications like Reminders and List invites.

Friends & colleagues can share lists with you using your other email addresses. You can also use them to sign into Wunderlist too.

Please enter a new Email Address

info@spacemakers.com.au

Tick the checkbox next to **Enable Mail to Wunderlist for your account**.

Then ensure that you have **Inbox** selected under **Goes To...** for each email address.

Manage your Account

EMAIL ADDRESSES MAIL TO WUNDERLIST APPS

Mail to Wunderlist

Enable Mail to Wunderlist for your account

You can turn emails into to-dos in Wunderlist, by forwarding them to me@wunderlist.com with the addresses listed here. To add more, [click here](#). You can also choose which list each to-do lands in on the right.

Tip: Before forwarding your email, add words like 'Tomorrow' or 'Next Week' to the subject line to trigger Smart Due Dates. With a little Wunderlist magic, a Due Date will be automatically added to your new to-do.

EMAIL

GOES TO ...

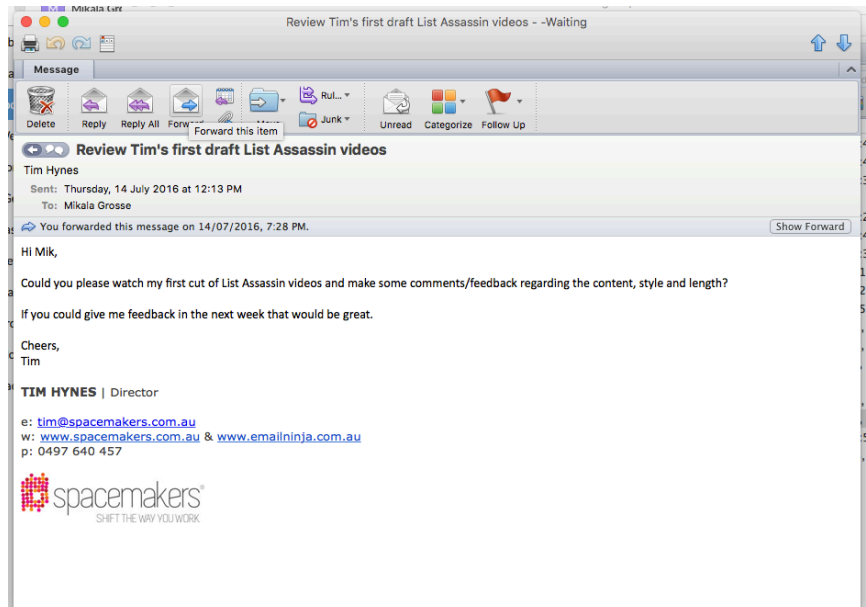
info@spacemakers.com.au PRIMARY

Inbox

info@spacemakers.com.au

Inbox

Next go to your email program, open the email you wish to send to Wunderlist and click **Forward**.



In the To: section type **me@wunderlist.com**

(This is the email address that you need to use every time you forward yourself an email action/task).

