

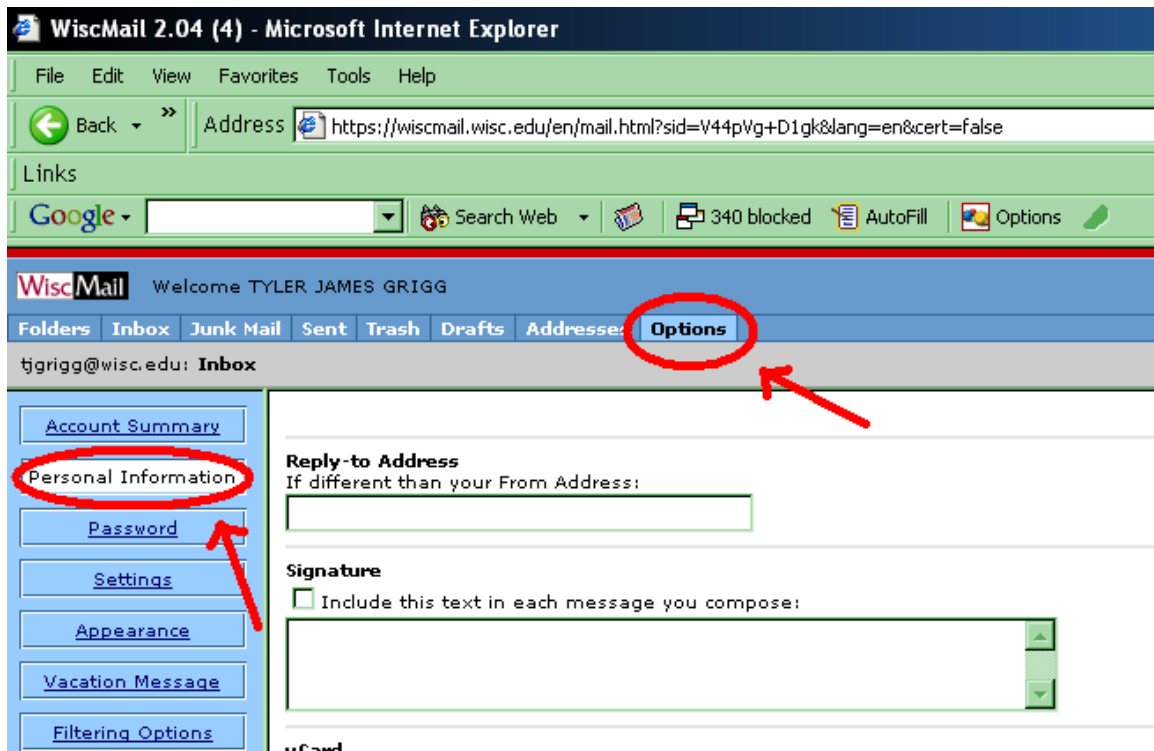
WiscMail Confidentiality Statement Instructions

The following instructions are intended for WiscMail users. Please include the following confidentiality statement in your signature:

This email and any attachments may contain confidential information and is solely for the intended recipient(s). Email communications are not considered secure. If you are not the intended recipient(s) of this email you are expected to disregard the content, delete the message and notify the original sender.

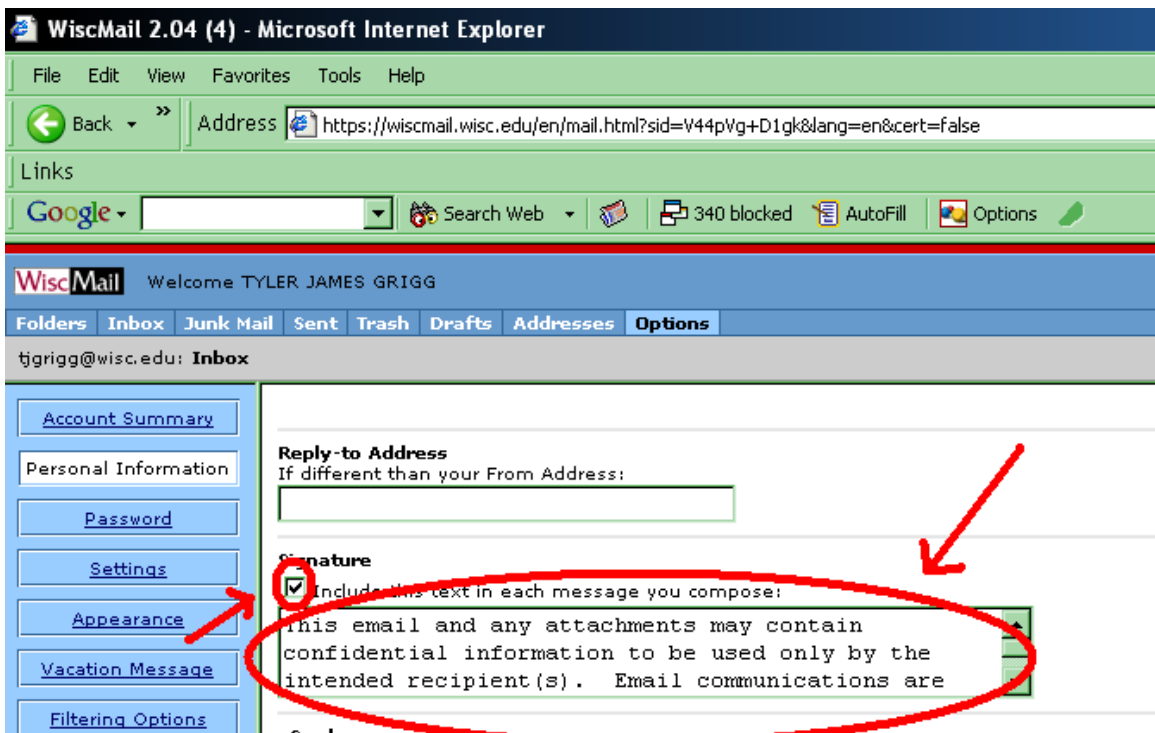
--University of Wisconsin, Department of Family Medicine--

- 1) Navigate to www.wiscmail.wisc.edu and login to your wiscmail account.
- 2) Under the OPTIONS tab, choose PERSONAL INFORMATION



- 3) Next, insert the **confidentiality statement** into the Signature line and check the box.

***If you already have a signature, simply add the new text below your current signature.**



- 4) When finished, click **SAVE CHANGES** at the bottom to save and exit.

