In SpectrumPlus v8.9, emails are sent to initiators and approvers for the following types of transactions:

- Purchase Orders
- Vouchers
- GL Journal Entries

The emails are system generated and notify the initiator or approver of pending transactions that need to be approved in their worklist or require other actions. The email will state the type of transaction and action in the subject line, and list the transaction id in the message body.

The emails are originated with the following address:

- PeopleSoft@gsu.edu

If you would prefer not to receive these system generated emails, you can go through your Groupwise email filter settings to send these emails to your junk mail.

1. Set your Junk Mail Options in GroupWise
2. Select the email that you received from PeopleSoft@gsu.edu
3. Click on Actions > Junk Mail > Junk Sender
Setting Your email Filter
4. In the Sender Address field, verify that the Sender Address = PeopleSoft@gsu.edu.

5. Select the following radio button:
   - Junk e-mail from this address.

6. Click on the “Move item to the Junk Mail folder.”

7. Click “OK”

All future emails from PeopleSoft@gsu.edu will be sent directly to your Groupwise Junk Mail folder.