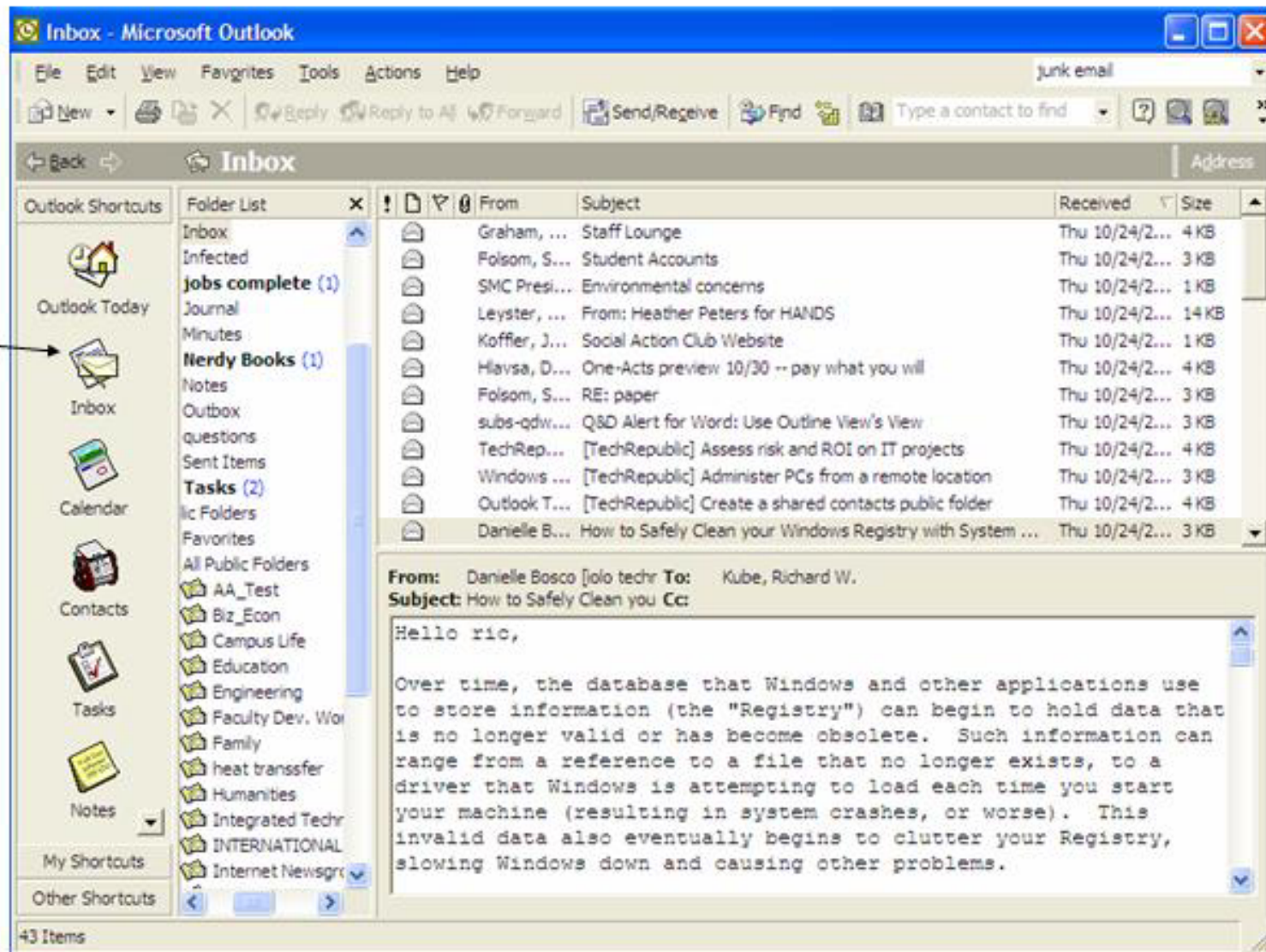
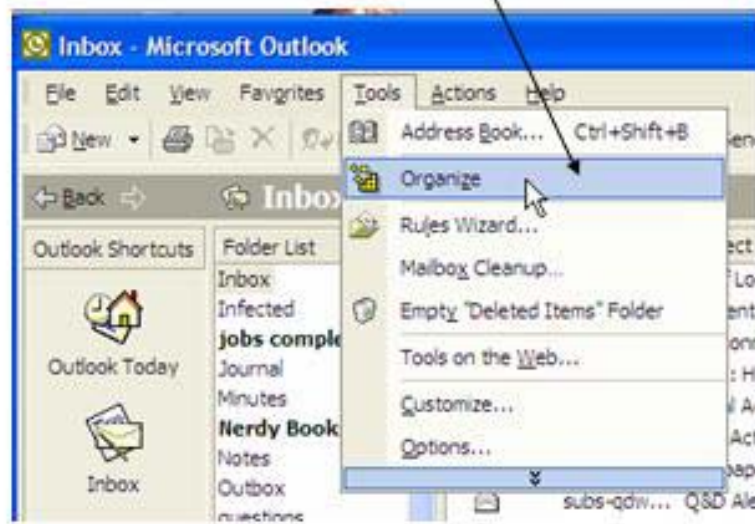


Working with E-mail

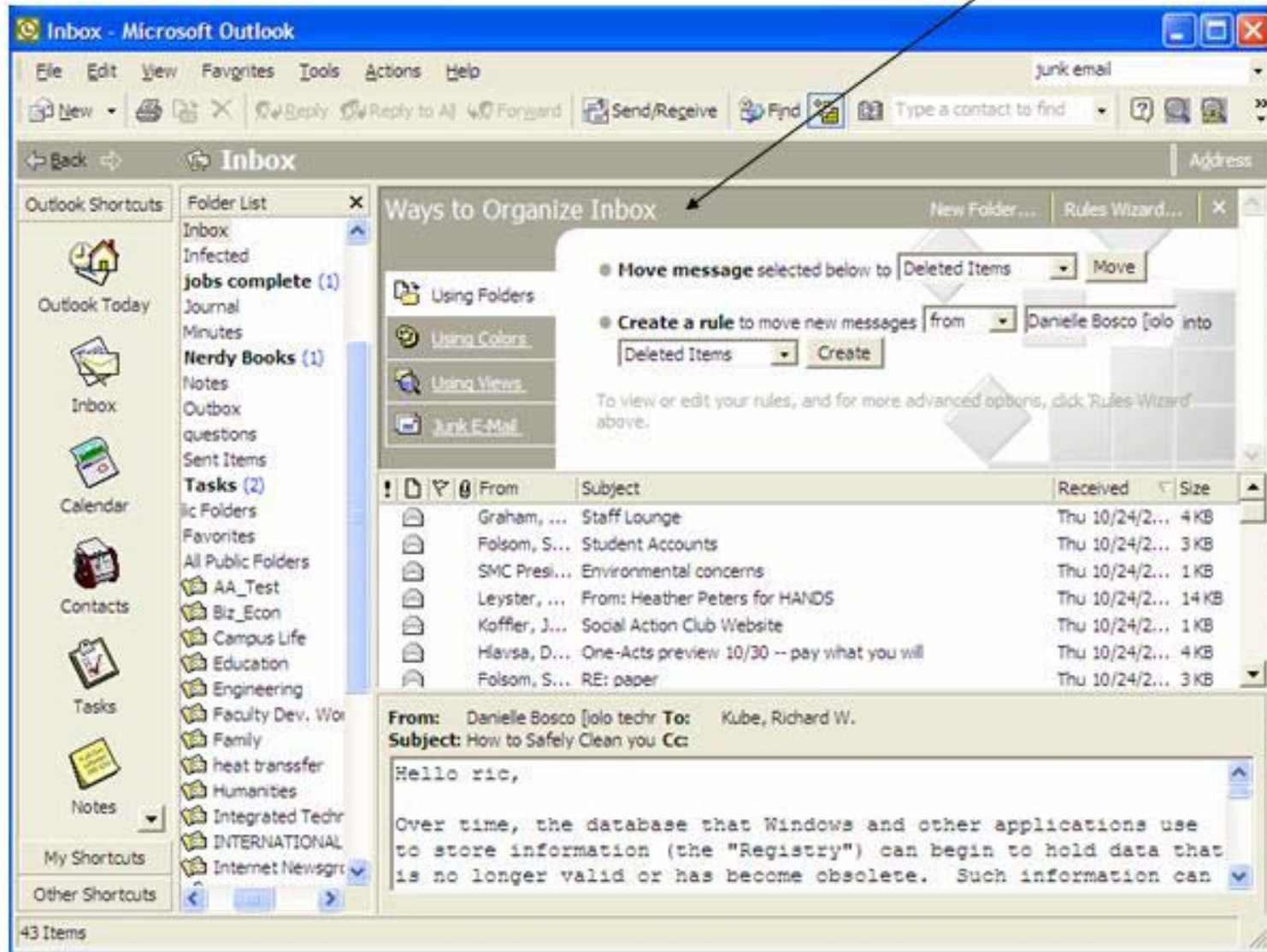
Open Outlook and go into your inbox



From the menu bar click on
Tools then Organize



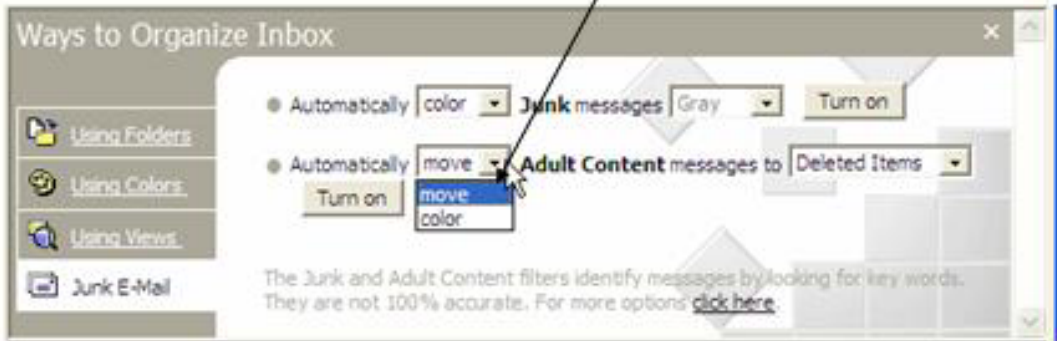
Note the new section "Ways to Organize Inbox"



Move to junk email section



Select to move or color email



Select what to do with mail



Then click Turn on

When all done click on X