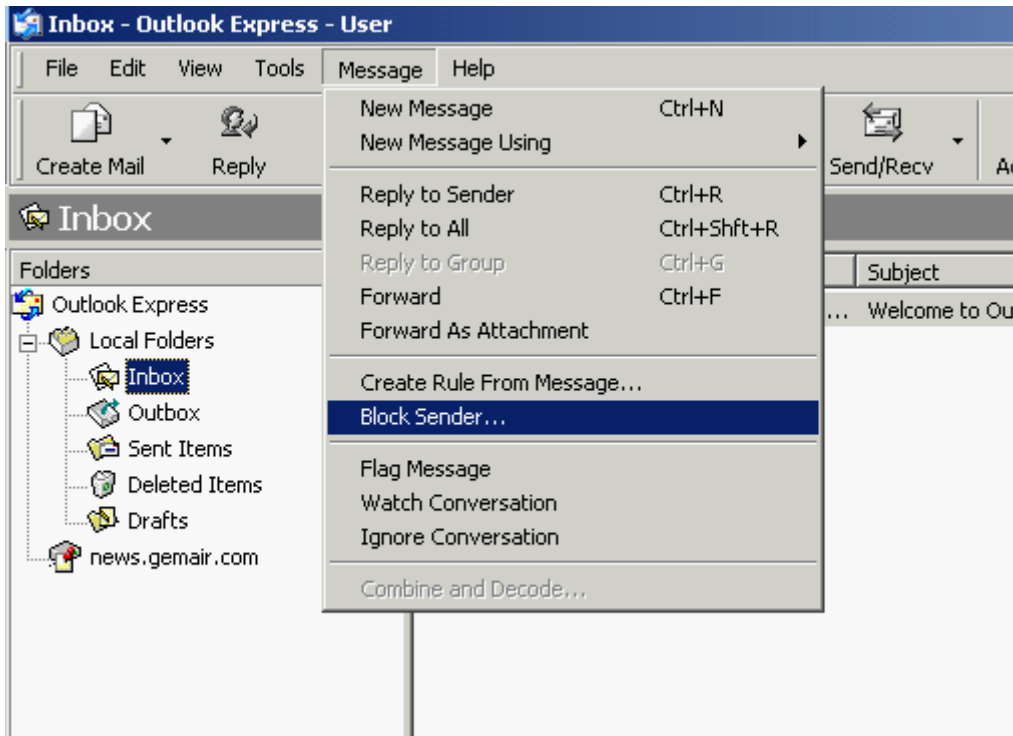


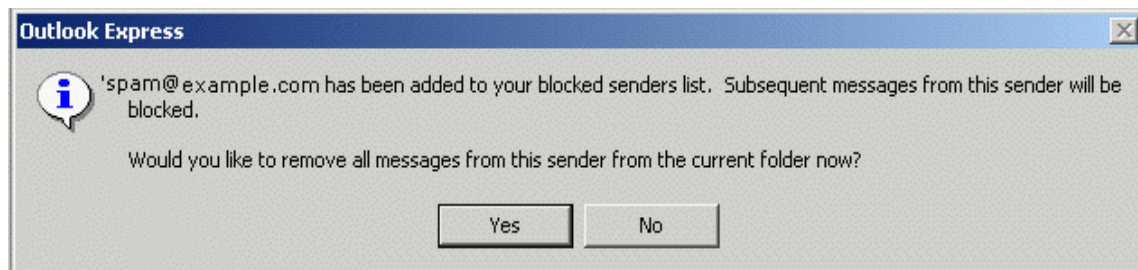
How to use "Block Sender" in Outlook Express

Outlook Express gives you the ability to block specific addresses in just a few clicks. Once an address is blocked, any email from that address will be sent directly to the **Deleted Items** folder.

Open **Outlook Express**. Highlight the unwanted email. Click on the **Message** menu. Choose **Block Sender**.

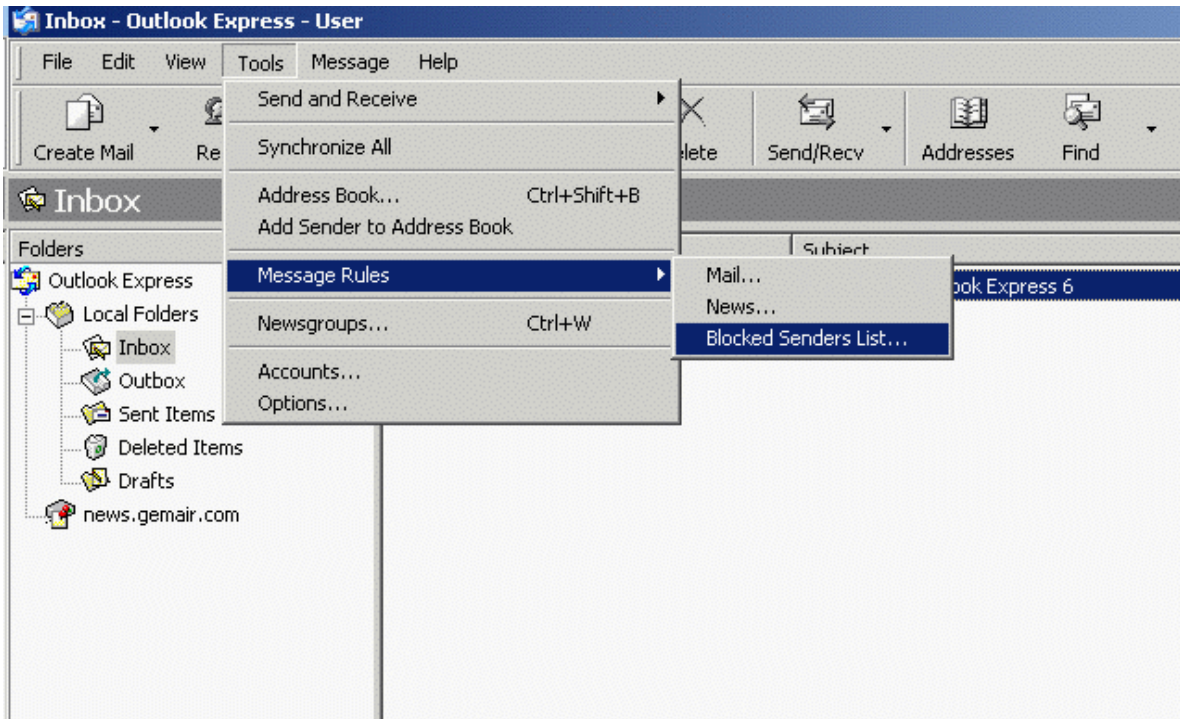


Outlook Express will confirm that the sender's address has been blocked, then ask if you would like to remove all messages from this sender now.

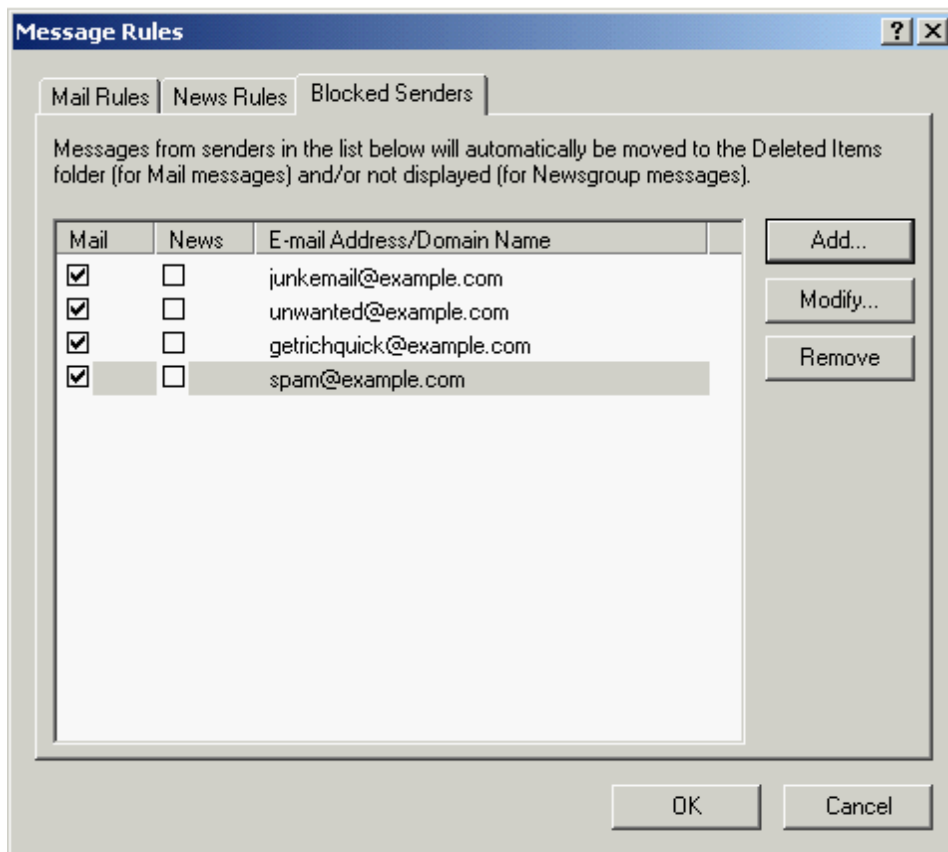


Answer yes, and anything else from that address that is in the **Inbox**, will go into the trash. Just that quick and easy. You won't have to deal with any more email from that address, as the next email you receive from that address will go straight to the **Deleted Items** folder.

You can review or edit your **Blocked Senders List** by opening the **Tools** menu and choosing **Message Rules**, then **Blocked Senders List**.



All blocked addresses will be listed here. If you block the wrong address by mistake, it can be removed from the blocked list here.

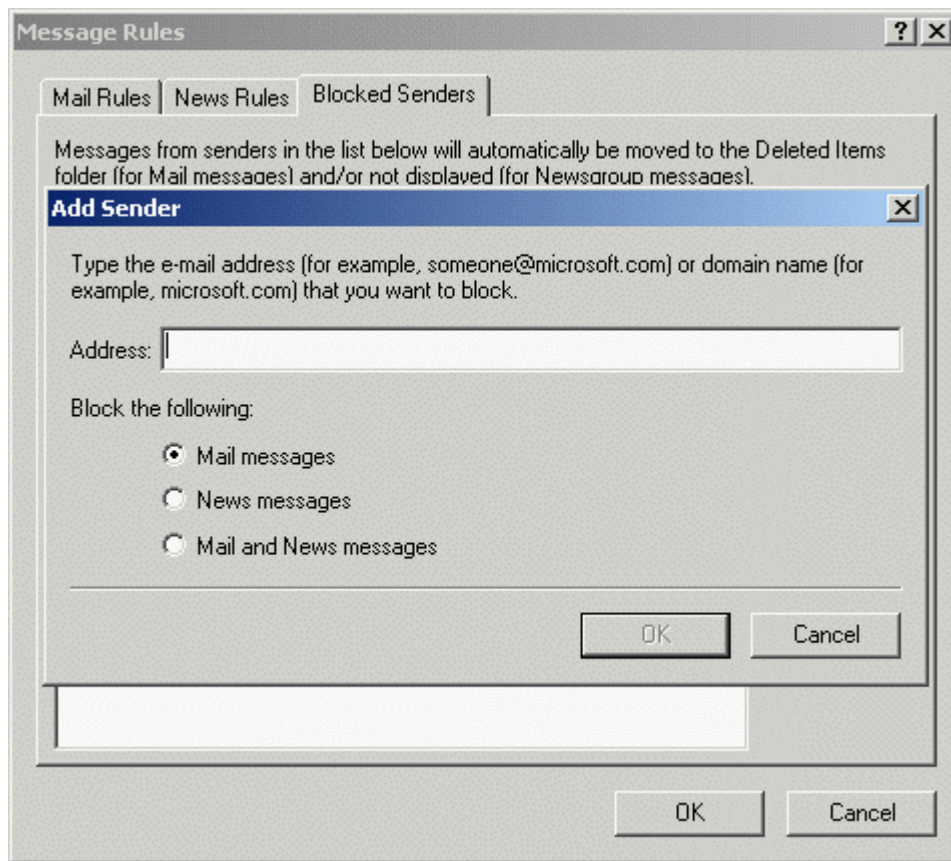


You can also add an address or domain without first receiving an email from that address. Be careful about blocking entire domains.

[spam@example.com](#) is an address

example.com is a domain.

If you block the entire domain then email from any address @example.com will be deleted. e.g. [grandma@example.com](#)



Any mail from a blocked address or domain is routed directly to the **Deleted Items** folder, so remember to empty it regularly.