

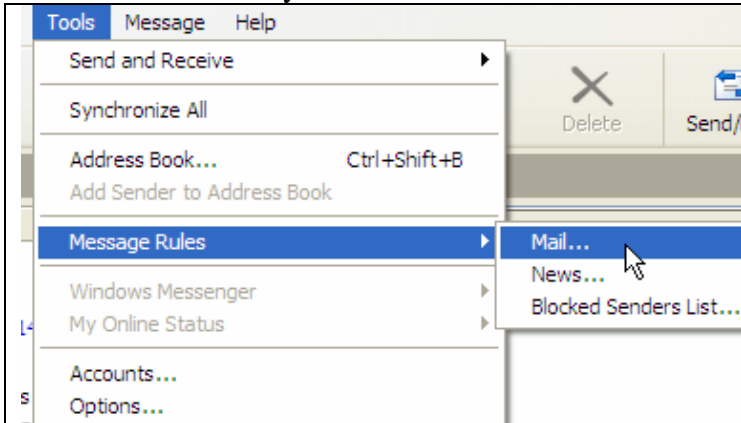


Coffee Break

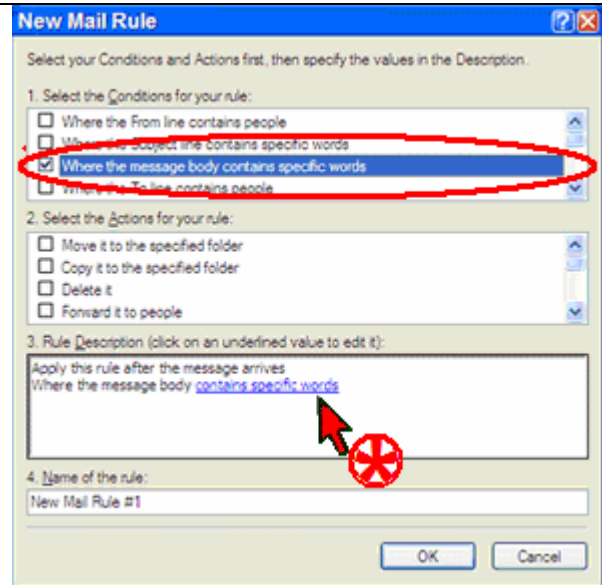
Question on Software or Operating system.

Filtering Your E-mail

You can set up "message rules" or filters in most e-mail clients. These can grab an incoming message and delete it. You can have the message rules set up to check for certain subject lines, e-mail addresses, or even words. Using the filter you can get Junk-Mail deleted. The steps here are for Outlook Express. Most e-mail clients work in a similar way.



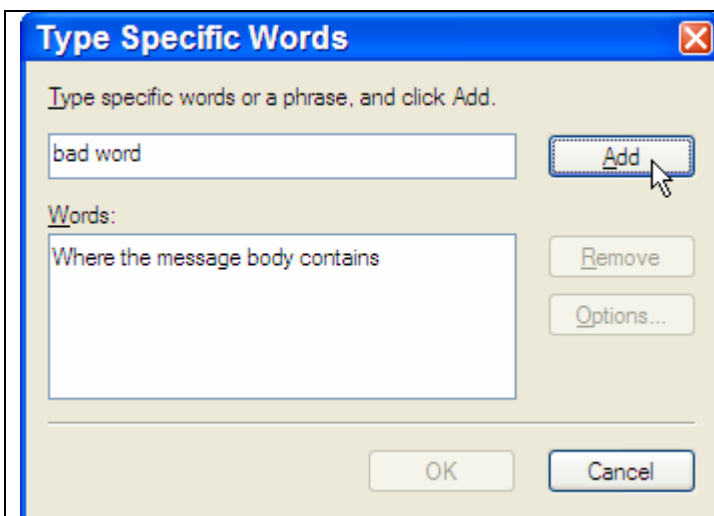
Click on **[Tools]**, **[Message Rules]** and **[Mail]**.



To filter out an e-mail, click the checkbox in the first section, **"Where the message body contains specific words"**.

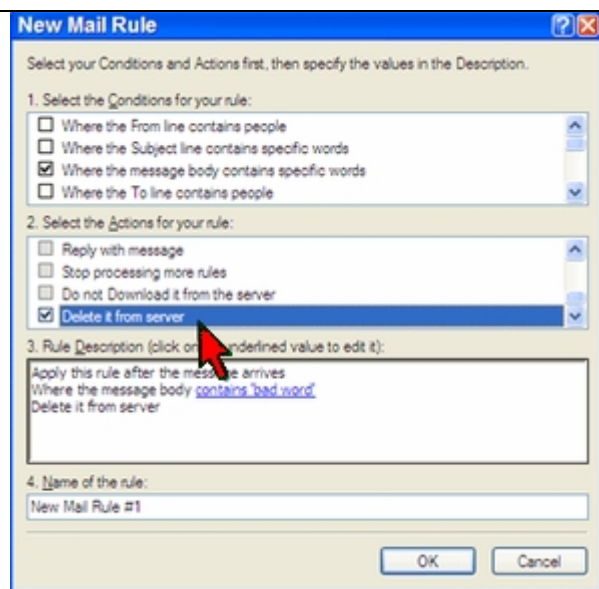


Next click **"Contains specific words"**



On the window that opens, type in the words you want to filter. I'll leave the selection of those words to you.

A few clicks of the OK button and you should be back to the message rules screen.



In the second section of the screen, **"Select the actions you want to rule"**. Scroll down to the **[Delete From Server]** click to check the box. That should prevent it from downloading.