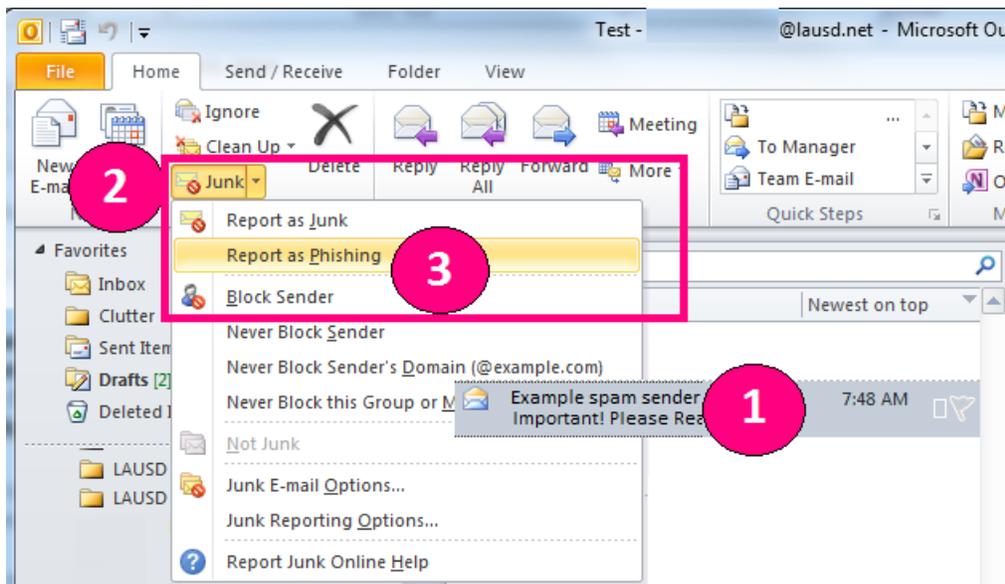


Office of Information Security

Information Technology Division

How to Report Junk/Phishing E-mail in Microsoft Outlook Client

1. Select the suspected E-mail
2. Select the button “Junk”
3. Select the appropriate button “Report as Junk” or “Report as Phishing”



How to Report Junk/Phishing E-mail in Microsoft Outlook Web Based Office 365

1. Select the Suspected E-mail
2. Select the button “Junk”
3. Select the appropriate button “Report as Junk” or “Report as Phishing”

