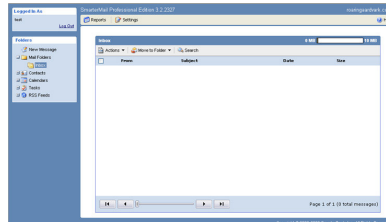
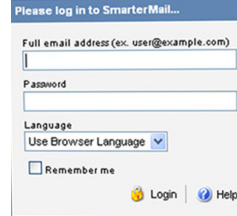
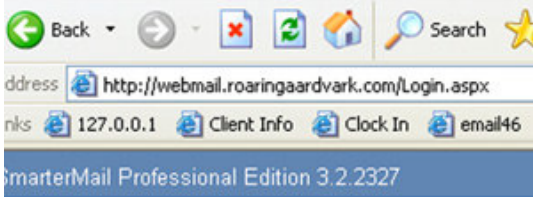


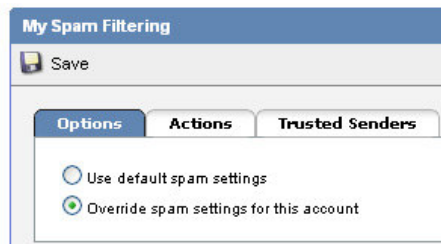
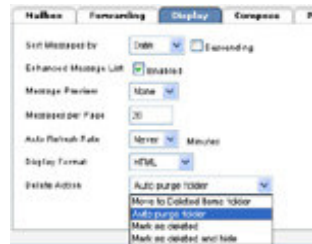
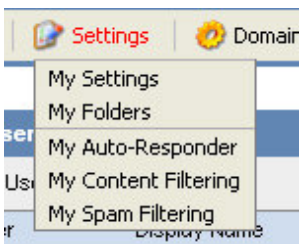
Filtering Spam

Setting your email for Filtering Spam is done in two parts.

- First, open your webmail account via a browser. Ex: <http://webmail.roaringardvark.com>
- This brings you to a log in page for SmarterMail.
- Type in your FULL email address and your password. If this is your first time using your email, you will need to set the time zone and save your settings.
- This automatically brings you into your email zone on SmarterMail on the Server.



- **PART 1**
- Mouse over SETTINGS
- Go to MY SETTINGS
- Click on the DISPLAY tab
- In the last setting "Delete Action", select "auto purge folder".
- Save your settings



- **PART 2**
- Go to Webmail through your browser. Ex: <http://webmail.roaringardvark.com>
- Mouse over SETTINGS
- Click on MY SPAM FILTERING
- Click on OPTIONS tab
- Click last setting "Override spam settings for this account".
- Click on ACTIONS
- Under Low Probabilities – click on drop-down box, select “ADD TEXT TO SUBJECT LINE”
- Under Medium Probabilities – click on drop-down box, select “MOVE TO JUNK E-MAIL FOLDER”
- Under High Probabilities – click on drop-down box, select “MOVE TO JUNK E-MAIL FOLDER”
- Click SAVE

That's it. If you have any questions, feel free to call us.