

Personal Computer Hygiene Part 4:

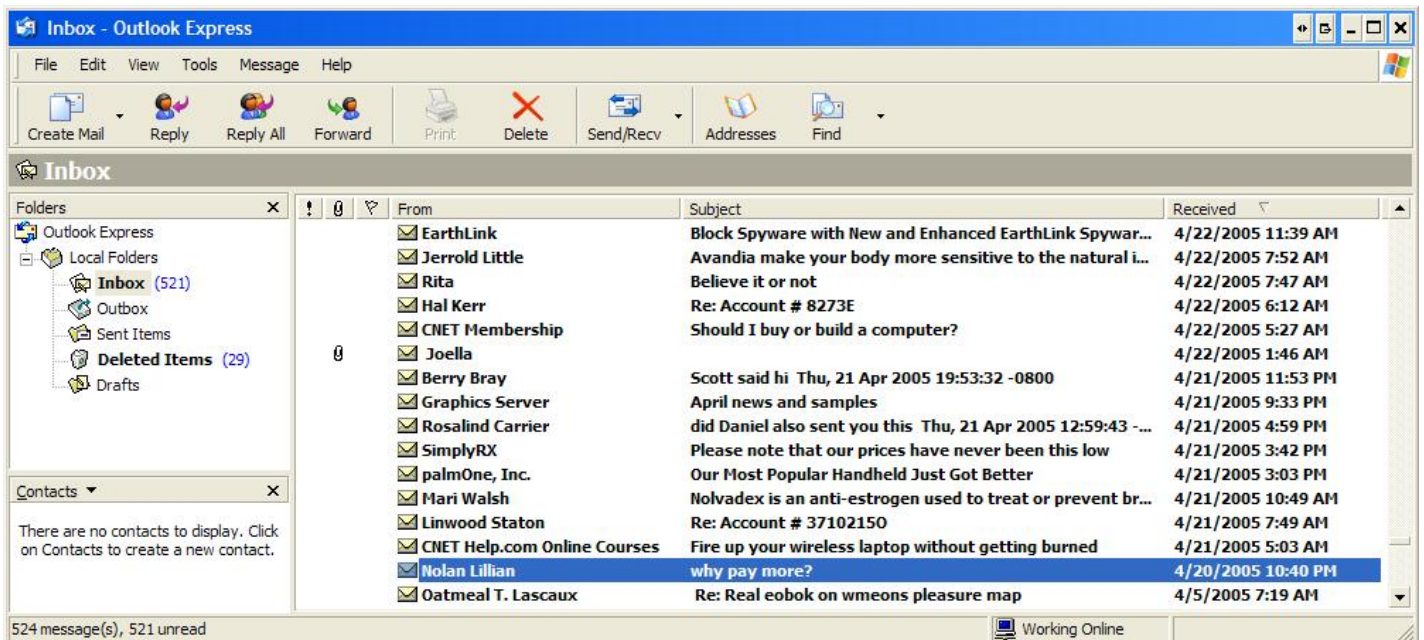
Managing SPAM with Microsoft Outlook Express

LK 7/17/05

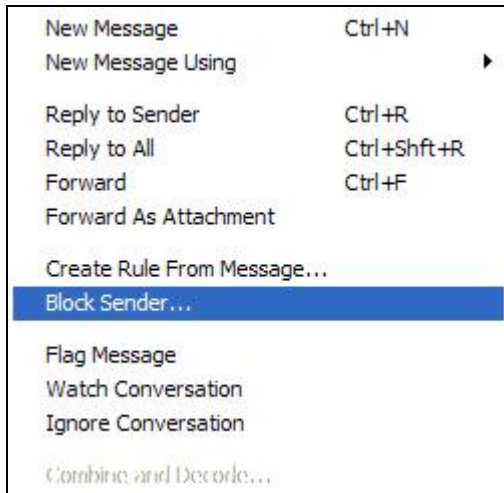
Having secured your computer from computer viruses, (see part 1 of this series), and defended against spyware and worms (see part 2 of this series) unfortunately, you're not done yet. You may want to reduce the number of junk email messages from unknown senders, offering you Viagra, mortgages, and the ability to make millions.

Blocking spam in Outlook Express

If you are receiving a few spam messages a day, you can take immediate steps to block the senders of those messages. Here we have a view of a nasty Outlook inbox:



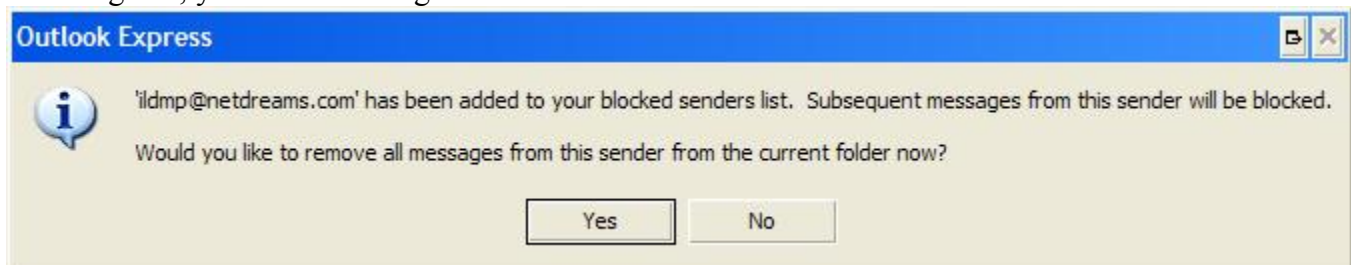
Note the spam message with a subject line "Why pay More?" is highlighted. We want to block the sender of this message, delete this message and any other messages from this sender. Click on the "Message" menu at the top of the Outlook Express window. This will show a menu, with "Block Sender" on it.



Selecting this, you'll see a submenu...



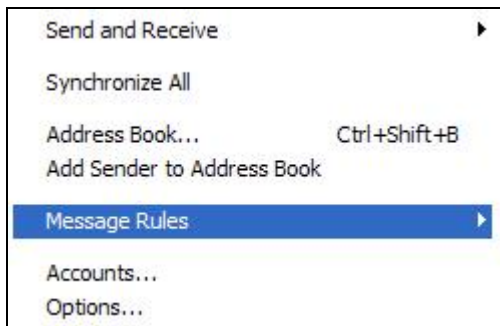
Selecting this, you'll see a dialog box...



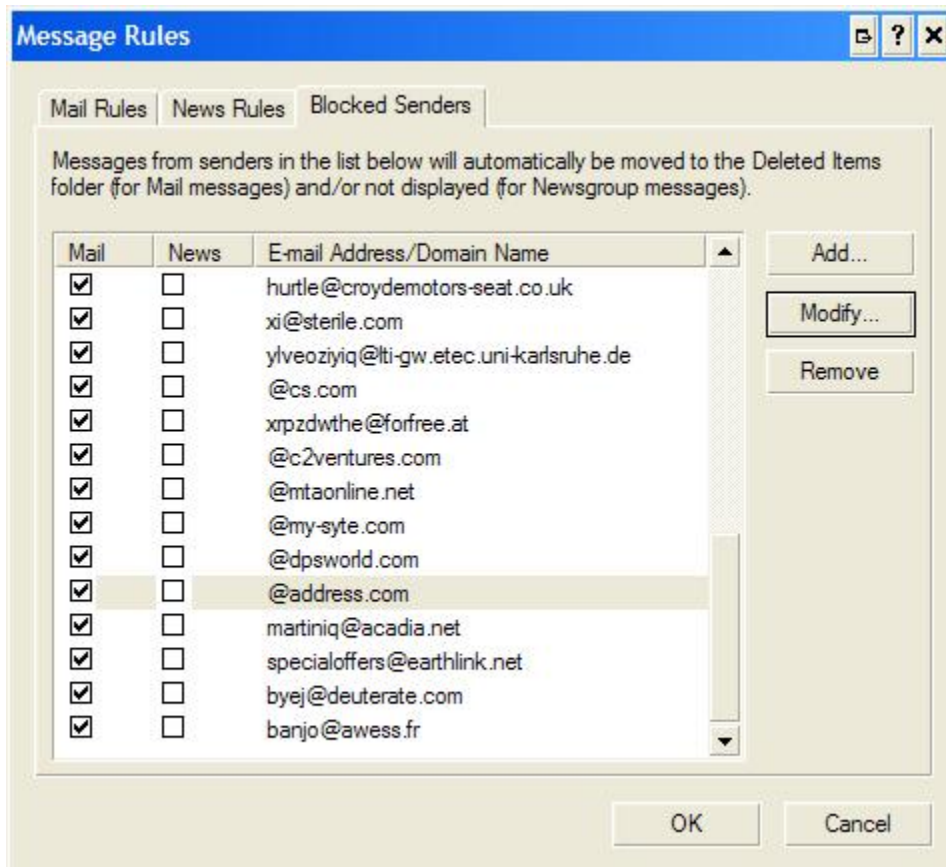
Select “Yes”, (or press the <Enter> key) to remove other messages from this sender in your in box. Subsequent messages from this sender will not be received in the inbox, but instead will be directed to your “deleted items” folder.

Blocking spam from a domain

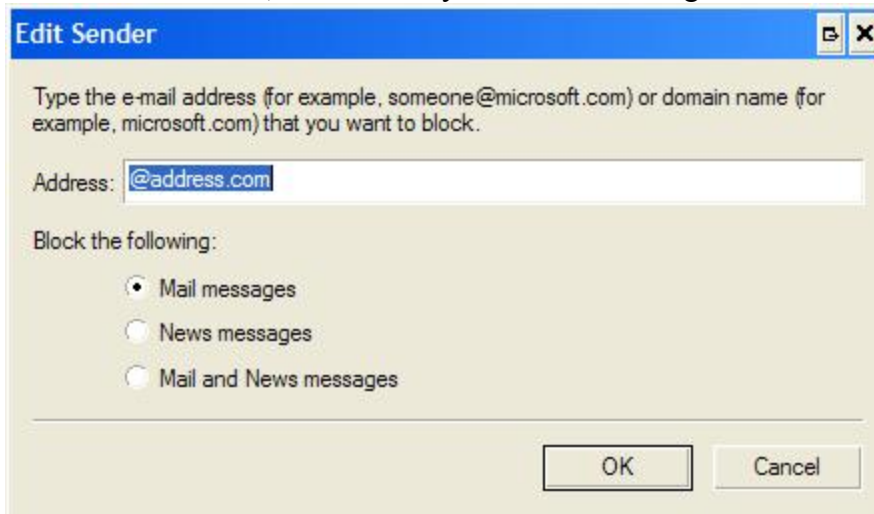
Having controlled spam from a particular sender, the next step is to edit the blocked sender's list to block spam from the sender's domain. Since most spam is sent from multiple accounts at the same domain, you can block entire domains. In Outlook, click on the Tools menu and select “Message Rules”



Under Message Rules select “Blocked Senders List”. You will see a list of your blocked senders.



At this point, you want to choose an address that has a name in front of the '@' sign in the email address and edit that address, so that it only shows the sending domain.



Of course, this tactic is somewhat contrary to the spirit of the Internet...the free exchange of ideas throughout the world. Unfortunately, at the moment, I have no correspondents from Russia, for example, so I have blocked all addresses from that domain. Yahoo, AOL, Hotmail and MSN are also examples of popular public domains which generate a lot of spam.