

STAY SMART ONLINE ALERT SERVICE

Factsheet 7

How to secure Windows Live Mail

Every day we receive spam email. Some spam will be from criminals who wish to compromise our computers or defraud us. Therefore, spam is a security issue, not just a nuisance.

It is possible to improve email security by using settings in your email software to block or warn you about potentially harmful content and attachments (or executables) before you open them. By securing your email client you can help prevent this from happening.

These settings are for Windows Live Mail¹ and need to be enabled for each user's account.

1. Open Windows Live Mail

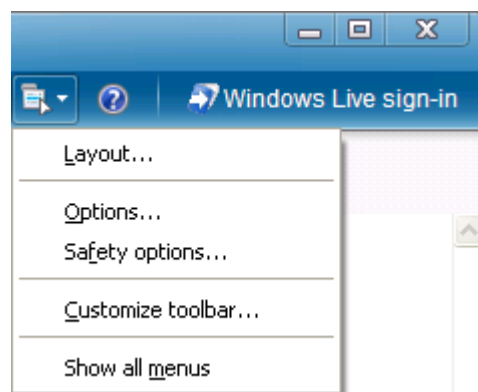


Figure 1, Menu

2. Click the button to show the menu on upper right hand side. See Figure 1.
3. Click on the Safety Options label.

¹ Microsoft's Windows Live Mail is a free email program which can be downloaded from: <http://get.live.com/wlmail/overview>

4. Select the High security setting for the Level of Junk Mail filter.

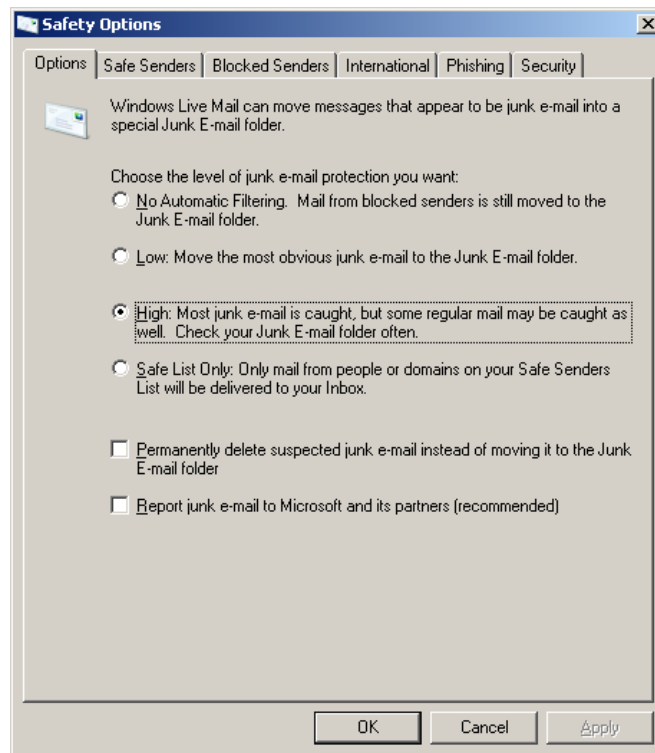


Figure 2, Safety options for Windows Live Mail

5. Select the Phishing Tab and enable the "Protect my Inbox..." and "Move phishing E-mail..." check boxes.

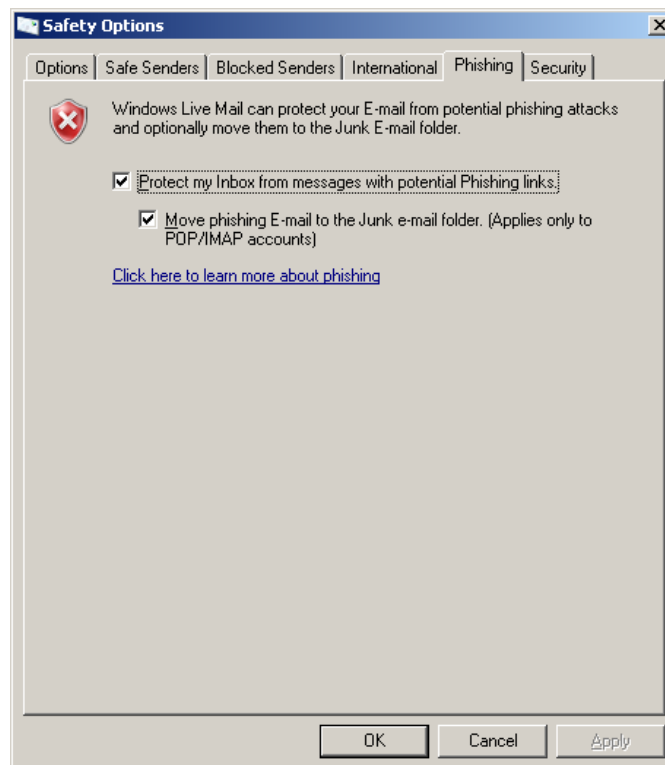


Figure 3, Windows Live Mail Phishing Tab

6. Select the Security Tab and enable the options as in Figure 4, below.

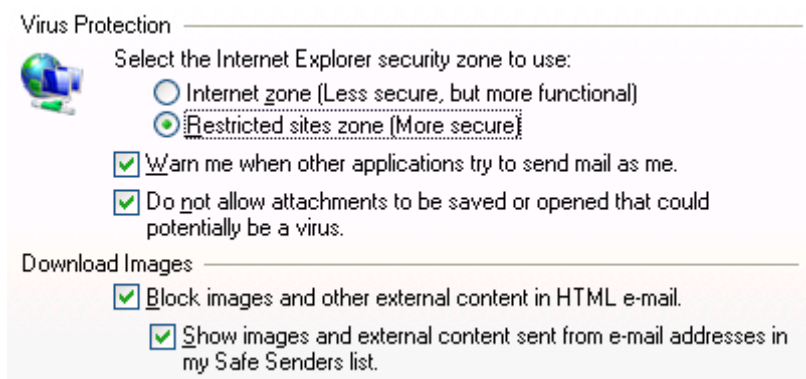


Figure 4, Windows Live Mail Security Tab

7. Click OK. Again, click the button to show the menu. This time select Options.
8. Select the Read Tab and enable the check box for "Read all messages in Plain text".
9. Now select the Send Tab. Select the Radio Button to send Mail and News as Plain Text.
10. Click OK and you are finished.