



## 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 Mail and need to be enabled for each user's account.

1. Open Windows Live Mail.

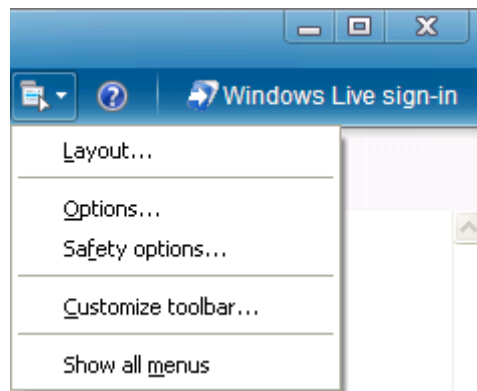


Figure 1: Menu

2. Click the button to show the menu on upper right hand side. See Figure 1.
3. Click on the **Safety Options** label.
4. Select the **High security** setting for the Level of Junk Mail filter.

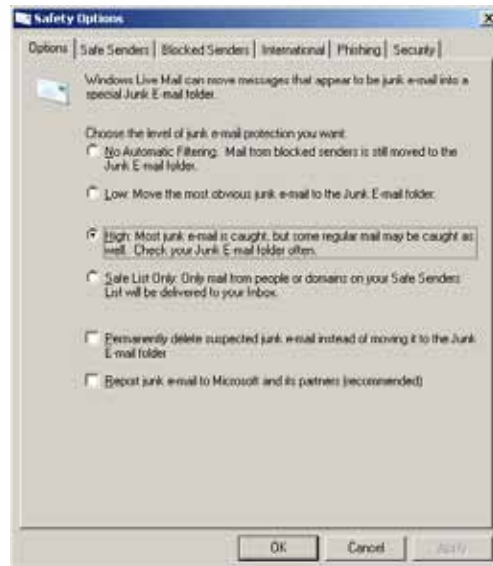


Figure 2: Safety options for Windows Live Mail

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.

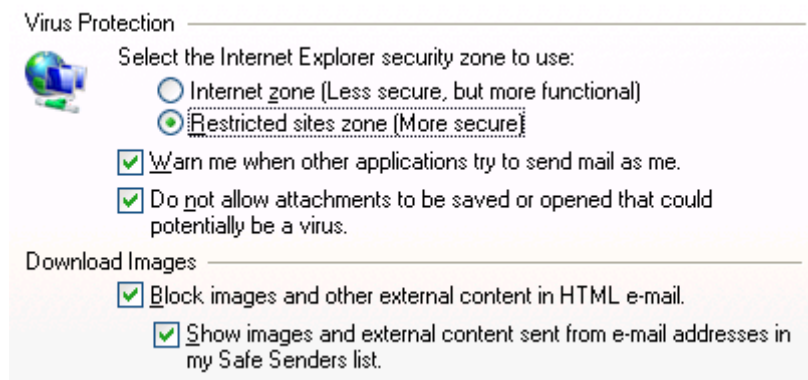


Figure 4: Windows Live Mail Security tab

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.