

NPD117 SPAM FILTER

You will be receiving periodic emails from the **NPD117 SPAM FILTER**.

Most of these messages will be spam, which you do not want to open.

Some messages may have been miscategorized as Junk. If you see a message you want to receive, click the **Unjunk** link next to it and the message will be sent to your Inbox. The sender of any messages that you unjunk is added to your list of allowed senders and their messages are not marked as junk in the future.

If you are not sure, you can click on **View** and preview the message. Log on with your Windows ID and password.

Just **delete** the email after you have read it.

If you receive Spam in your regular inbox, forward it by typing SPAM into the TO: box and it will be added to your blocked list.

If you would like to check your spam without waiting for the list to be emailed to you, click on <http://emailsecurity.npd17.net> and log in with your Windows login and password (Note: only works in District).

Please note: You can only View and Unjunk when you are in the district – not when you are using webmail at home.