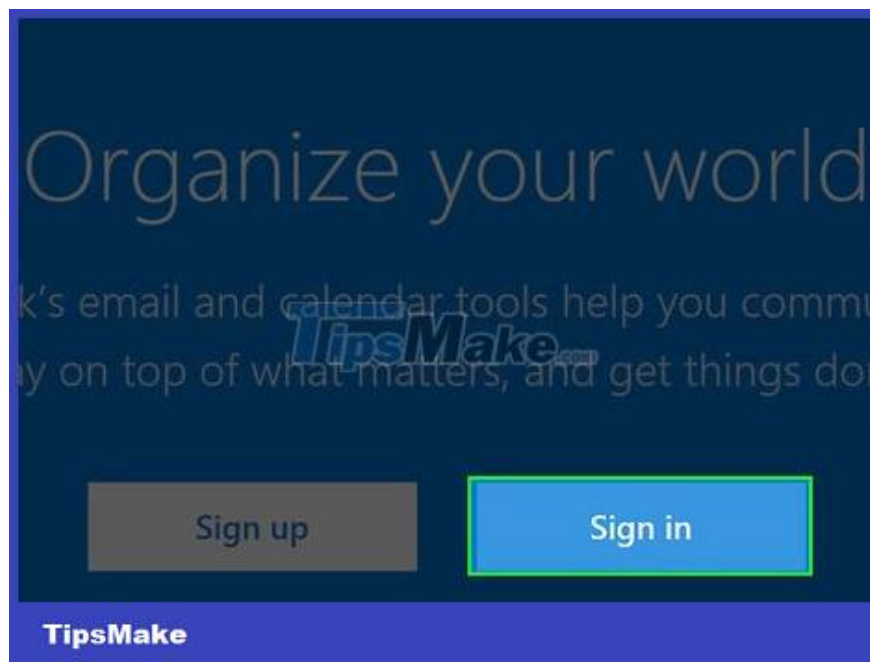


# How to Block Spam on Hotmail

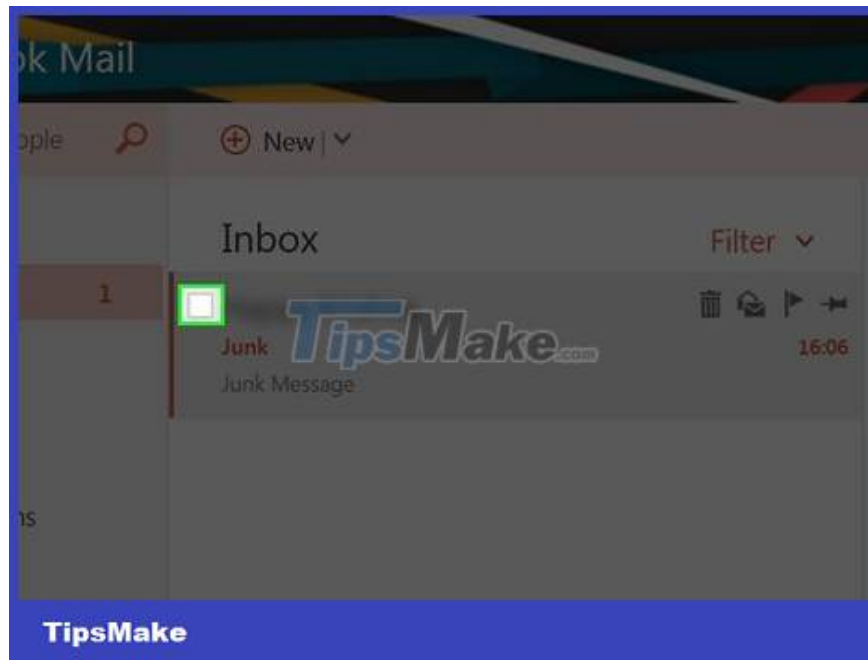
This TipsMake page will show you how to mark and block junk mail, also known as 'spam' on the Microsoft Outlook website. Unfortunately, you can't mark messages as 'junk' or edit your spam settings from the Outlook mobile app.

## Mark spam

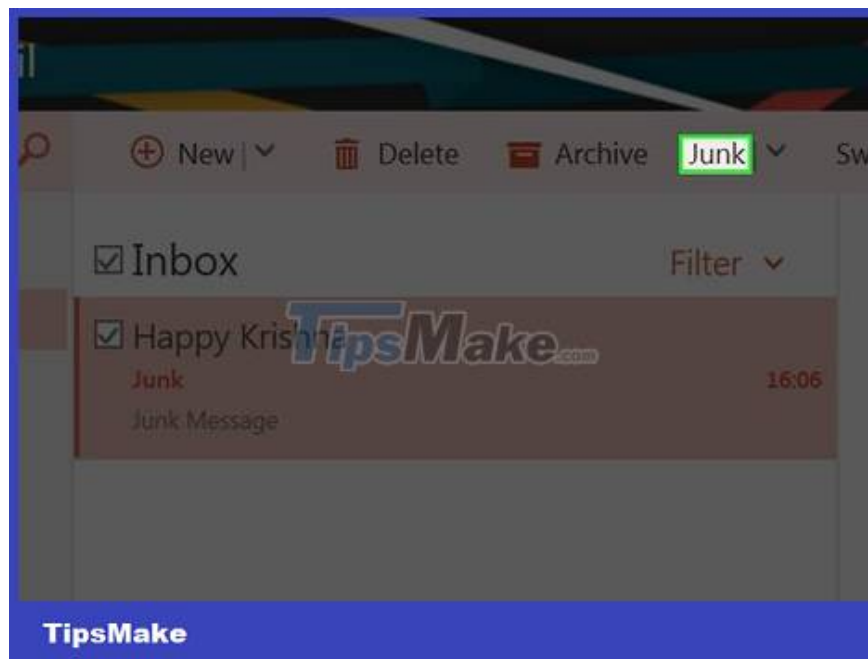


**Open Outlook website** . This will open your inbox if you're signed in to Outlook.

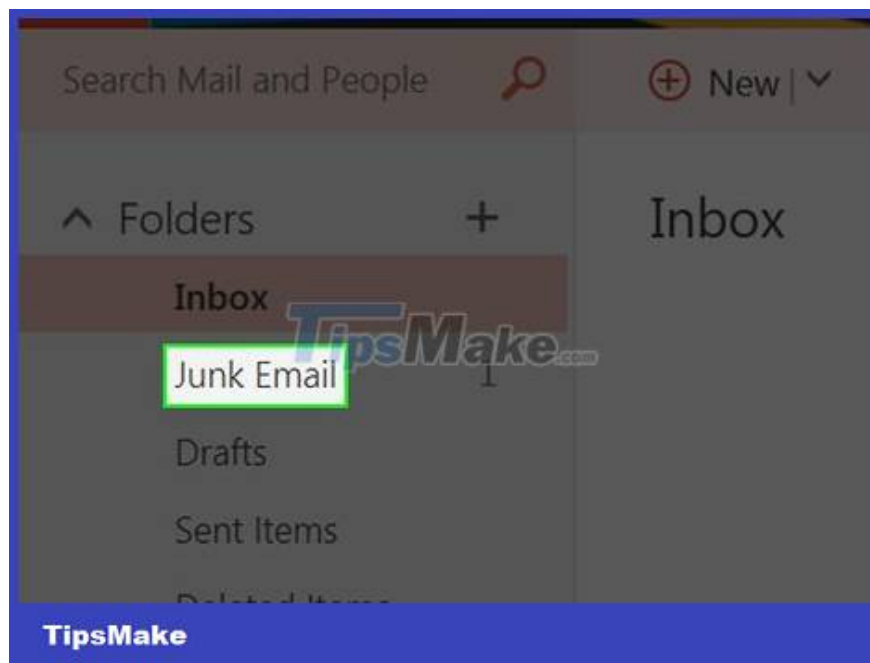
If you're not logged in, tap **Sign in** , enter your email address (or phone number) and password, and click **Sign in**



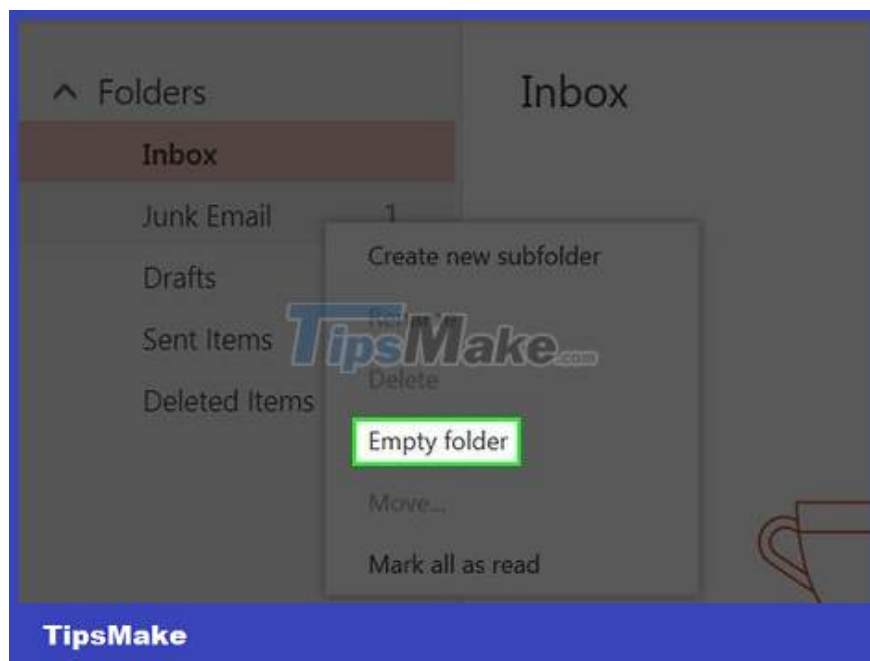
**Tap the checkbox to the left of an email.** It's the white box in the top left corner of the email preview. This is the email you intend to mark as junk.



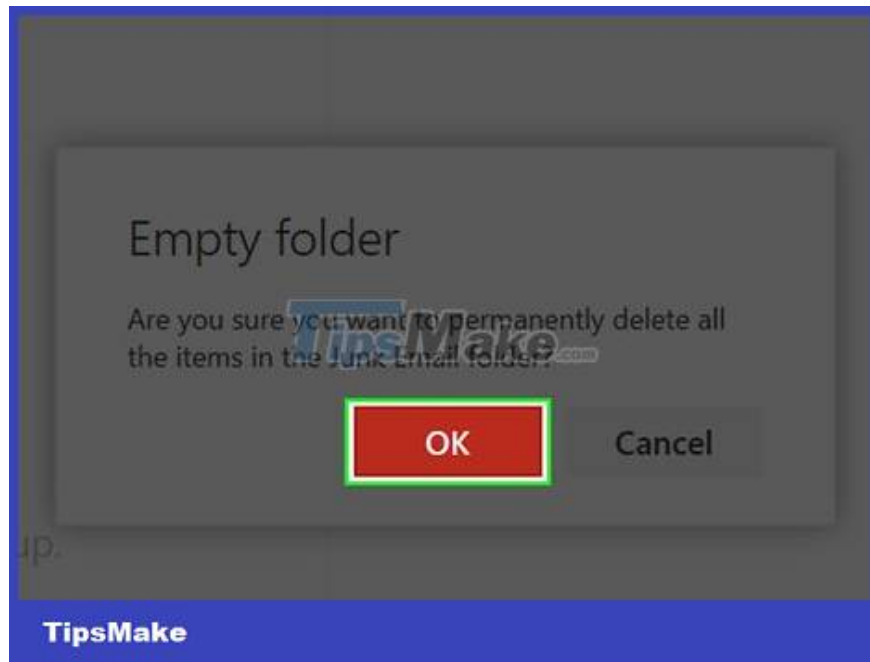
**Click Junk .** This button is in the row of options above your Outlook mailbox, to the right of the **Archive** folder . This button, when clicked, will move the selected emails to the "Junk" folder.



**Right-click (PC) or two-finger click (Mac) the "Junk" folder.** This section is on the left side of the Outlook page.

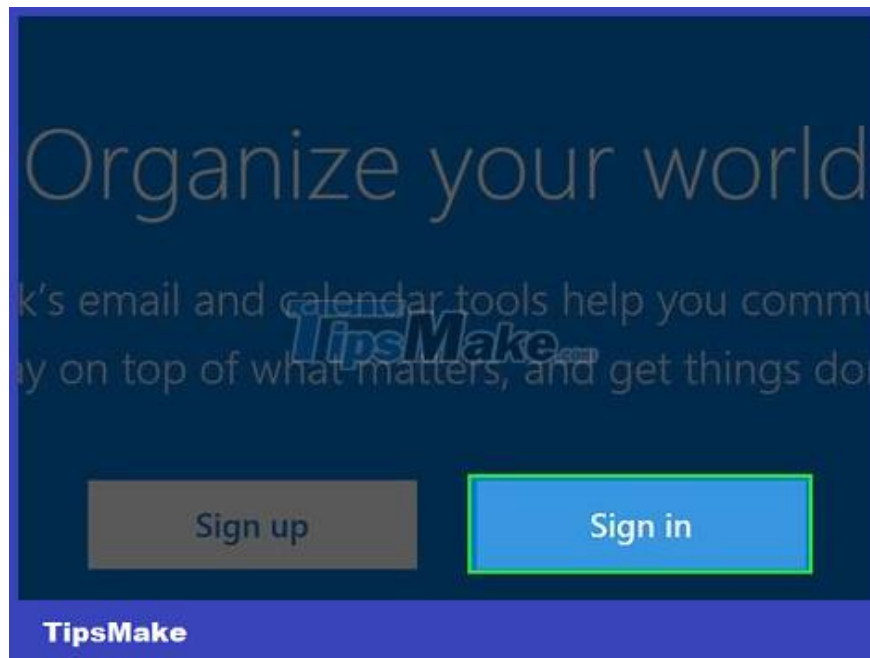


**Click Empty folder .** You will see this option on the pop-up window.



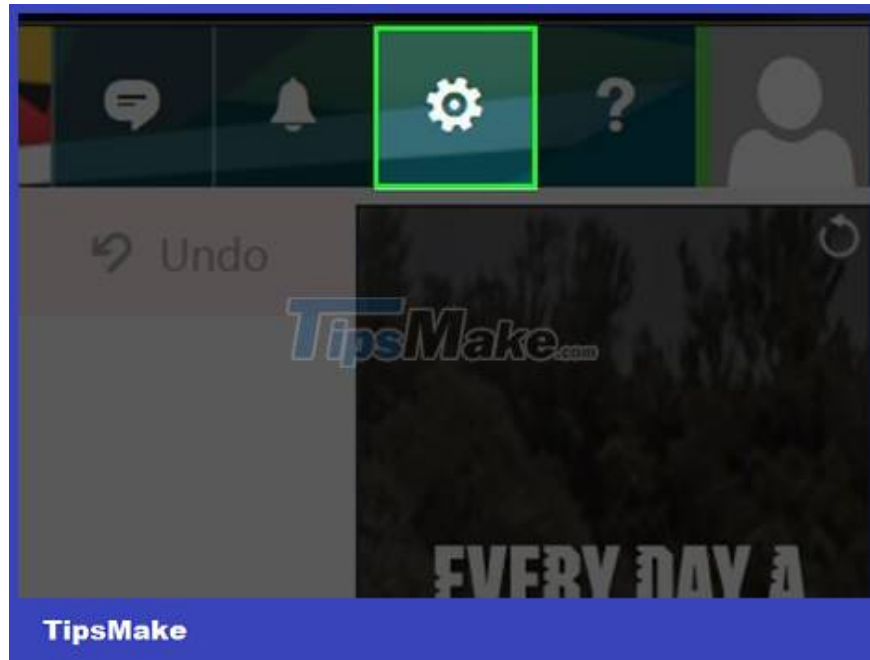
**Click OK** . Now the Junk folder no longer has junk emails and the sender of the selected emails will be marked as a spam recipient.

### **Change blocking settings**

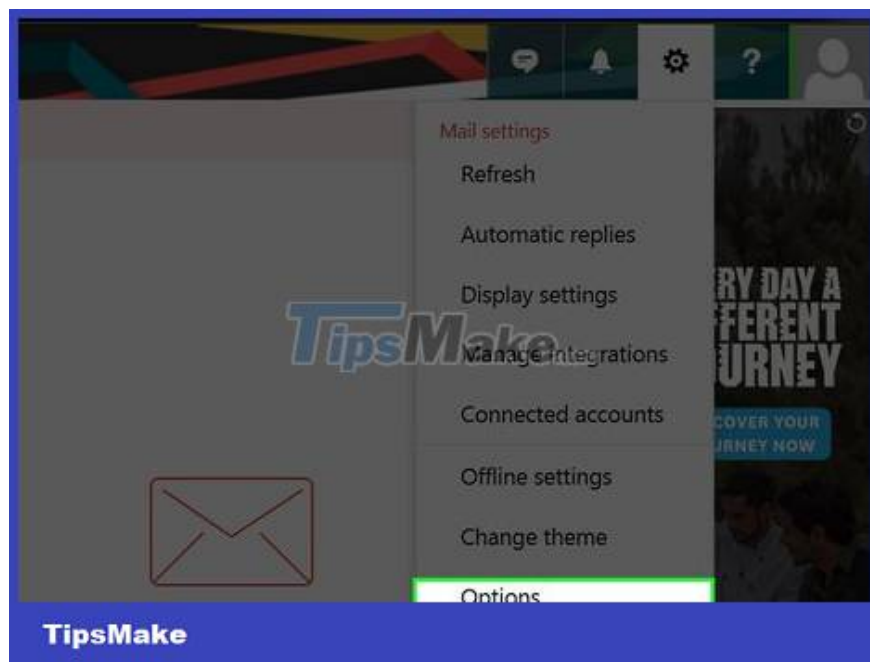


**Open Outlook website** . This will open your inbox if you're signed in to Outlook.

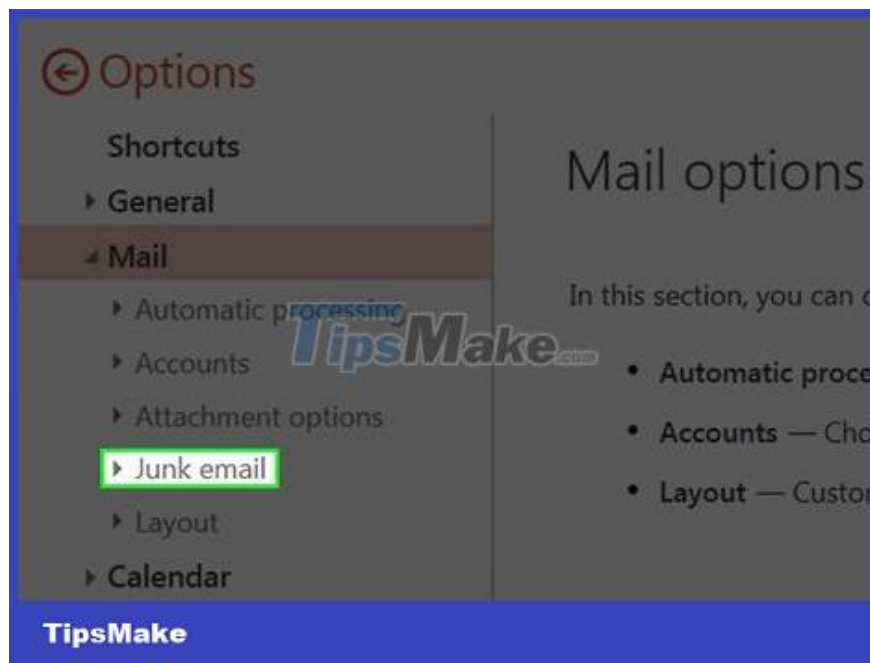
If you're not logged in, tap **Sign in** , enter your email address (or phone number) and password, and click **Sign in**



**Press ??** . This option is located in the upper right corner of the Outlook page.

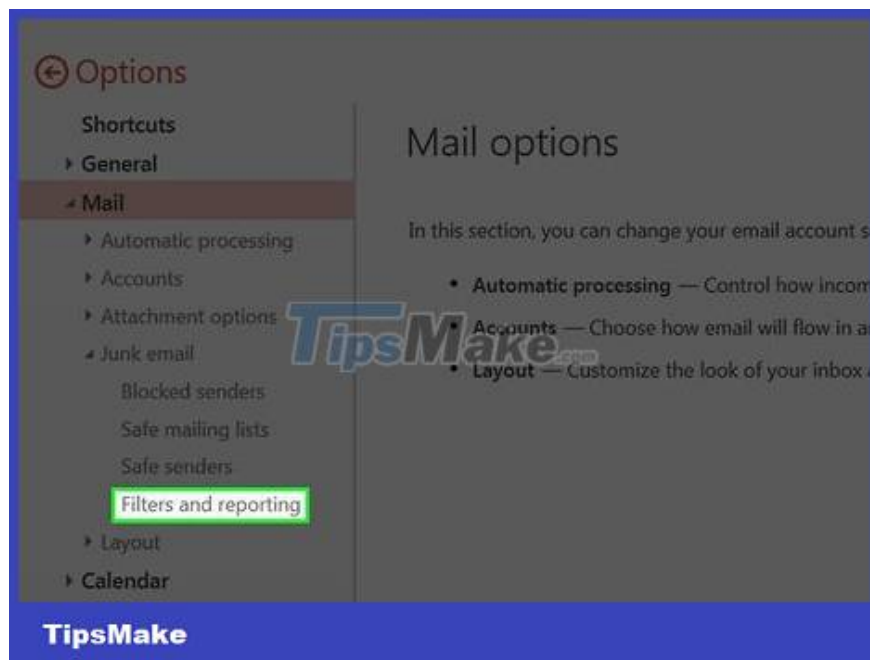


**Press Options** . This item is at the bottom of the drop-down menu below the Settings gear icon.

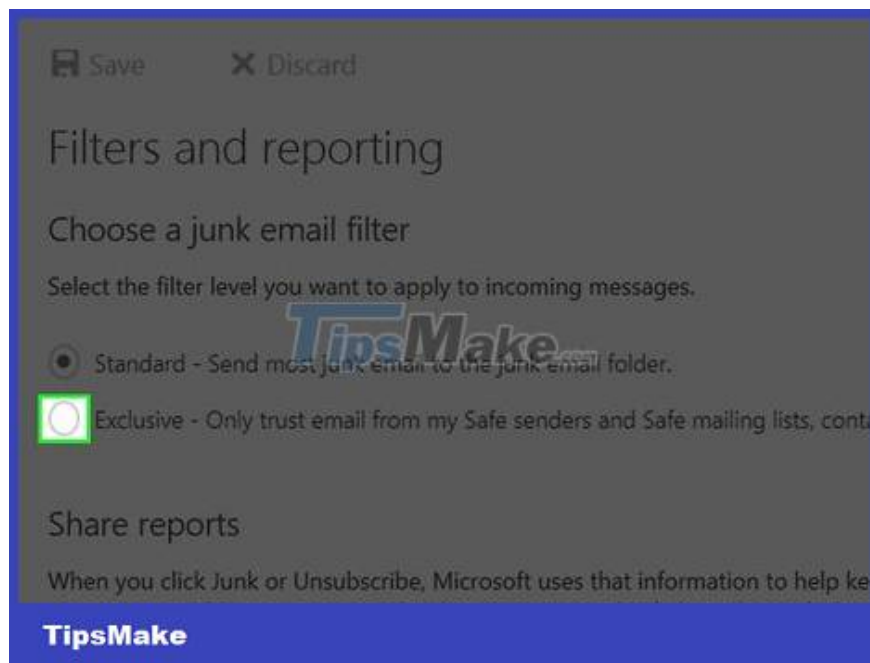


**Click Junk Mail** . This option is located about the middle left of the page. This will expand the "Spam" heading to show its options.

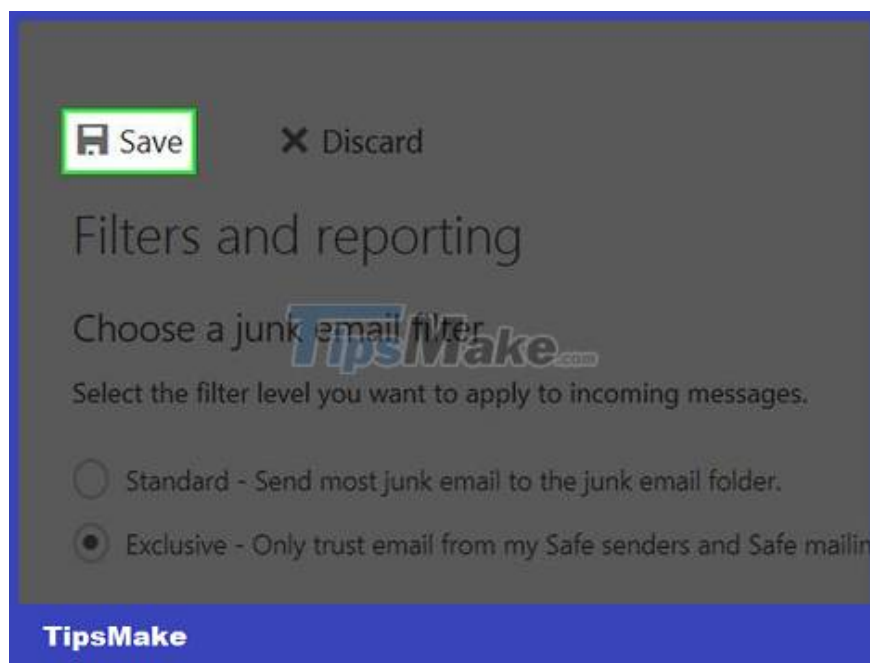
If there are some indented options below the **Junk Mail** section , skip this step.



**Click Filters and reporting** . This is the fourth and final option under the "Spam" heading.



**Tap the circle to the left of Exclusive .** This option is under the "Choose a junk email filter" heading near the top of the page. This will prevent any messages that aren't in your contacts, previously approved email addresses, and scheduled notifications from appearing in your inbox.



**Click Save .** This button is above the "Filters and reporting" heading at the top of this page. You will see a significant reduction in the number of junk emails in your inbox from this point on.

You finished reading the article "**How to Block Spam on Hotmail**" edited by the [TipsMake](#) team. We hope this article has provided you with many useful tech tips and tricks. You can search for similar articles on tips and guides. Thank you for reading and for following us regularly.