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Outlook Express E-mail Filtering Set-up

Open "Outlook Express"
Click the "Tools" menu
Click "Message Rules"
Click "Mail"
This should open a new window that says "New Mail Rule"
Check the box that says "Where the subject line contains specific words"
The next section asks what you want to do with it – check the box to "Delete it"
The next section asks for a rule description – click on "Where the subject line contains specific words"
A new window will open - type "{SPAM?}" in the box provided that asks for specific words or phrases
Click "Add"
Click "OK"
The next section asks you to name the rule – type "Spam rule"