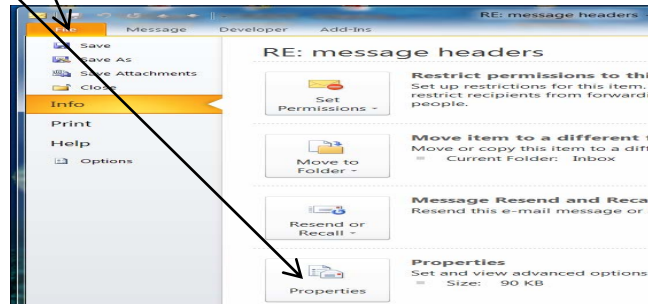


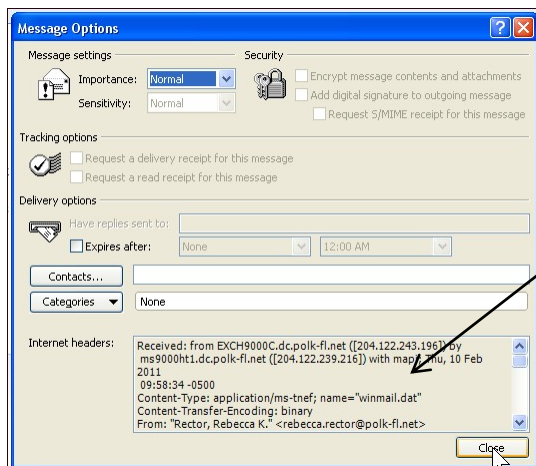
How to Report Spam/Virus to E-mail Abuse – Outlook 2010

To view the Header Information in Outlook 2010:

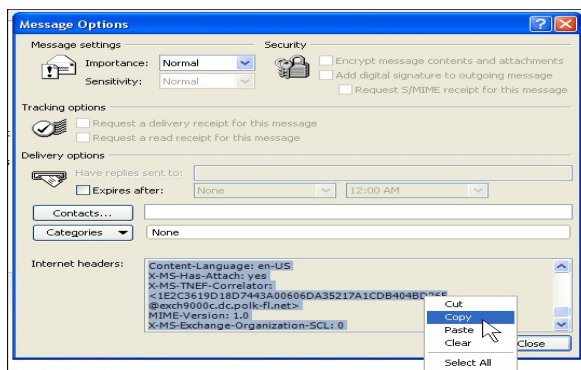
1. *Open* a message.
2. *Click* on the **FILE** tab
3. *Click* on the **Properties** button



4. In the **Message Options** dialog box, the headers appear in the **Internet headers** box.



5. *Left click* to **highlight** all text in the **internet Headers** box.
6. *Right click* and **select copy**.



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7. Forward the **Original Email**
8. Type Emailabuse@polk-fl.net in the **TO...** box
9. Right click in the **body of the Email Message Area** and click **Paste**
10. Click the **Send** button

