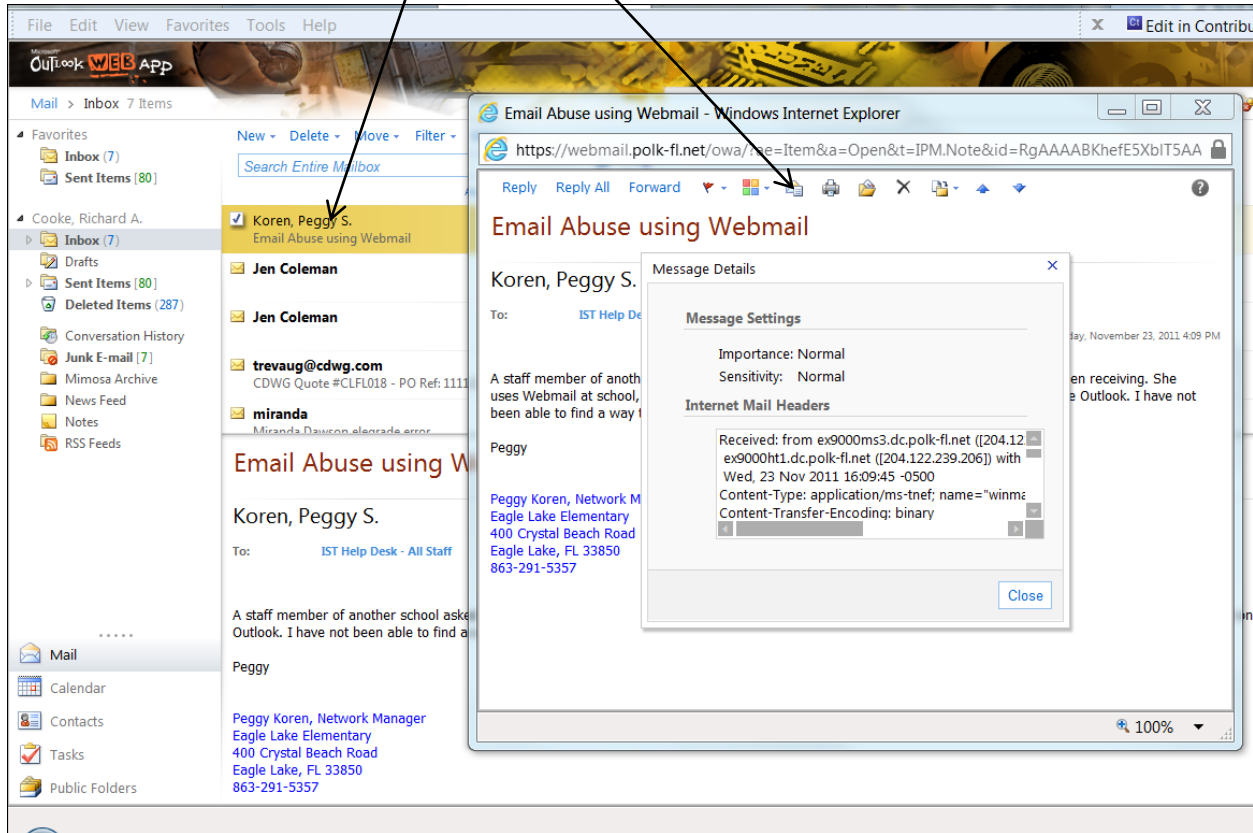
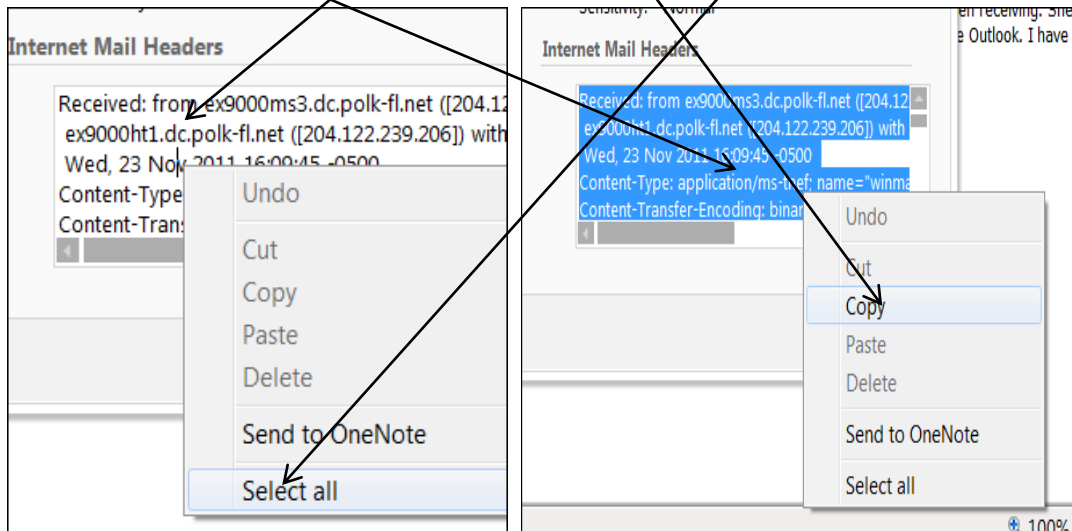


Reporting SPAM / Email Abuse Using Webmail 2010

1. *Double Left Click* on **Email Message** you want to **Report**
2. When **Email Message** opens, *Click* **Message Details** icon

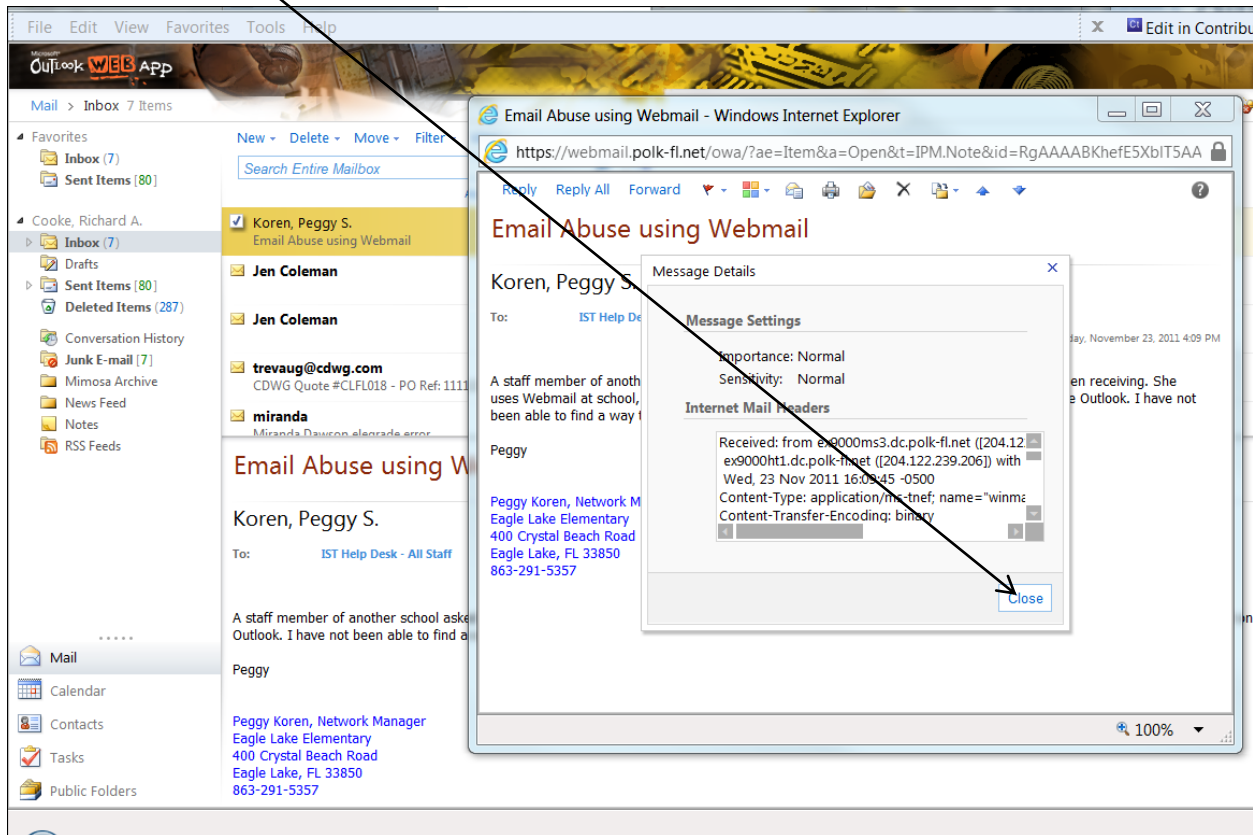


3. *Right Click* inside the **Internet Header** box and *Click* **Select All**
4. *Right Click* **Highlighted Text** and then *Click* **Copy**

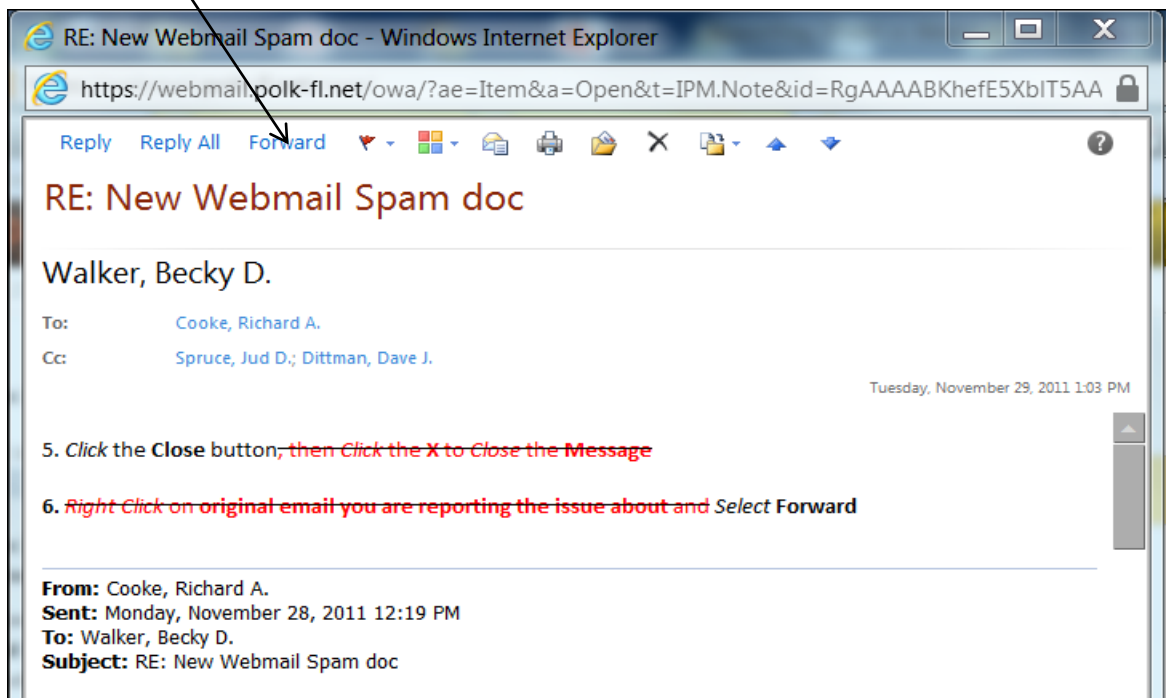


Reporting SPAM / Email Abuse Using Webmail 2010

5. Click the Close button

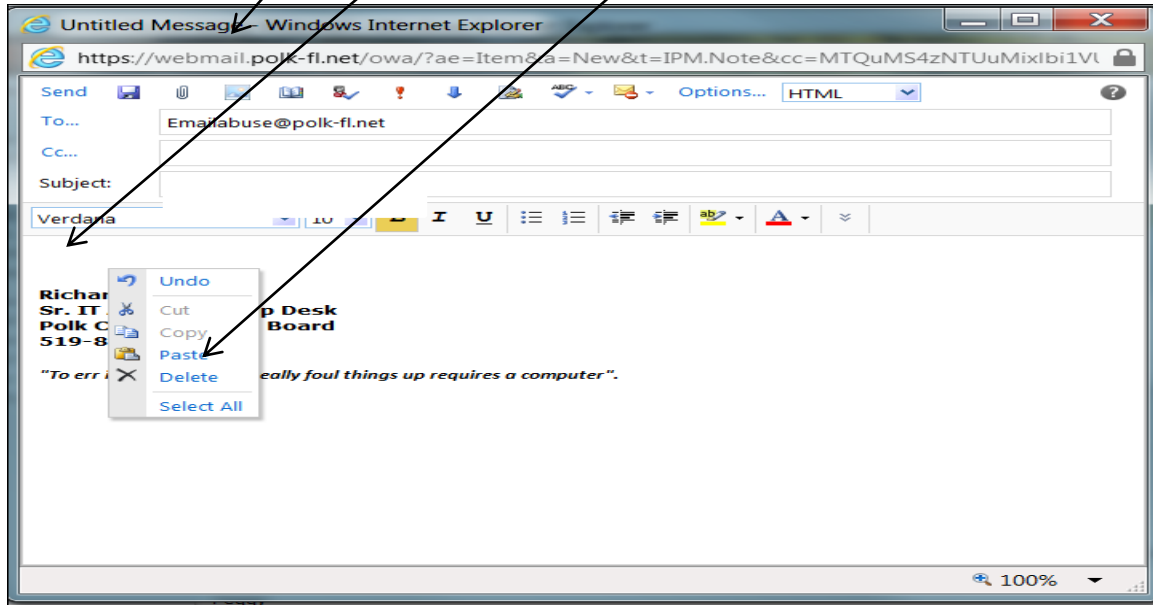


6. Click Forward

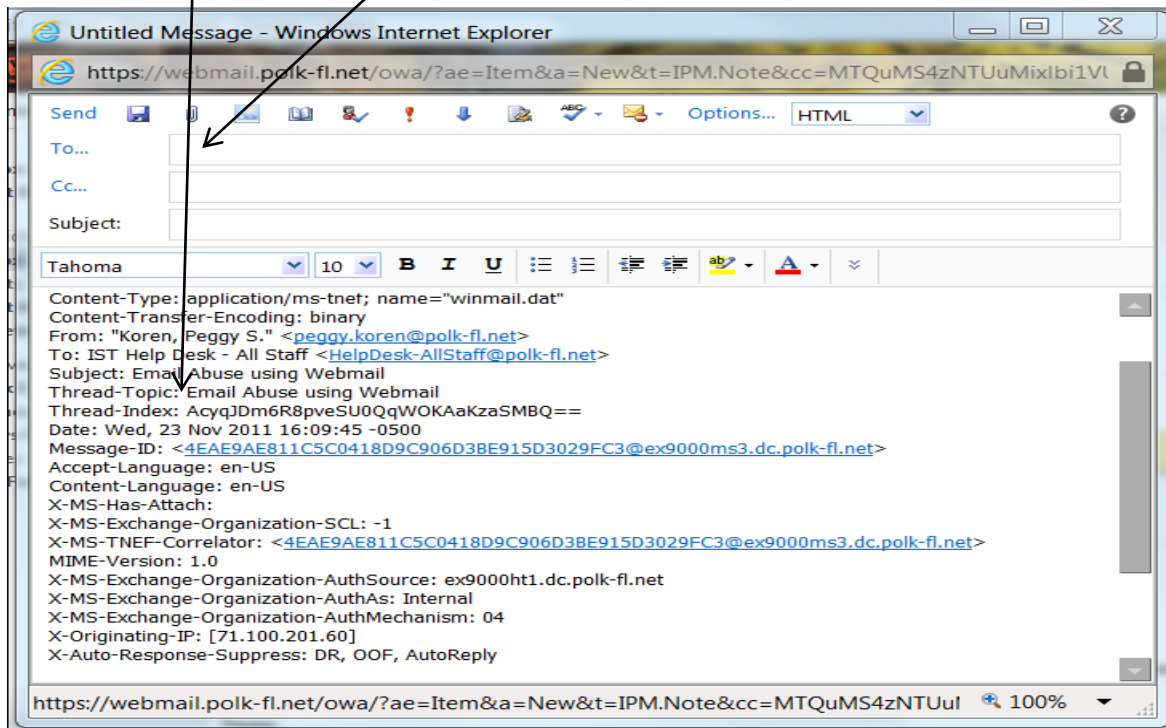


Reporting SPAM / Email Abuse Using Webmail 2010

7. When the **Email Window** opens
8. *Right Click* in the **Message Area** and *Click Paste*



9. The **SPAM Info** is *pasted* into the **New Email**
10. Type Emailabuse@polk-fl.net in the **TO...** box



Reporting SPAM / Email Abuse Using Webmail 2010

11. Click Send

