

## Exchange Spam Filter

AgIT Operations

FAQ No. S1.1.1

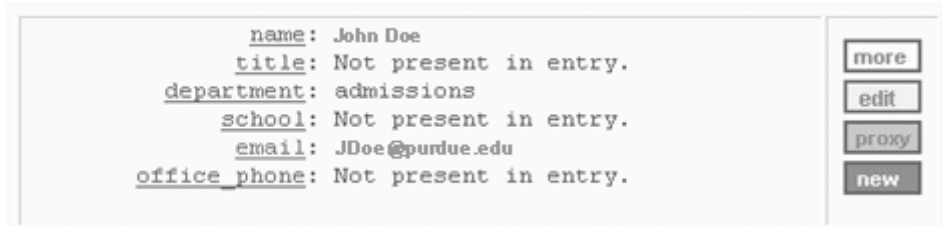
### How do I install the Exchange Spam Filter to decrease spam on my ITaP Exchange email account?

#### How the Exchange Spam Filter Works

The Exchange Spam Filter service filters spam mail on the Exchange server before it reaches the user's mailbox. At the end of the day, the user receives a message from **mailgate** listing the messages that have been captured as junk mail. This list is in table form. The list will include who sent the message, the subject of the message and a **send to me button** which will allow you to have the message sent to your inbox if you so desire. Please note that this filter will not stop all junk mail. However, it will significantly cut down on the amount of spam that you receive.

#### How to Install the Exchange Spam Filter

1. Go to the Purdue Directory (<http://directory.purdue.edu/lookup.html>) and enter your name to lookup your information.
2. Locate your name in the list and click the **edit** button located to the right of your information.



A screenshot of a web directory entry. The text is as follows:   
name: John Doe  
title: Not present in entry.  
department: admissions  
school: Not present in entry.  
email: JDoe@purdue.edu  
office\_phone: Not present in entry.  
To the right of this text is a vertical column of four buttons: 'more', 'edit', 'proxy', and 'new'.

3. Clicking **edit** will open up a login window. Use your Outlook username and password to login.
4. Scroll down and click on the link **Spam Scanning**.
5. Click on the **Turn Spam Scanning On** button.
6. Close the browser, you are now on the ITaP spam scanner.

### Contact Information

If you have any questions or concerns about this topic, please contact the AgIT Help Desk at (888) 226-2438 or (765) 494-8333, or visit our website at <http://agithelp.agriculture.purdue.edu/>.