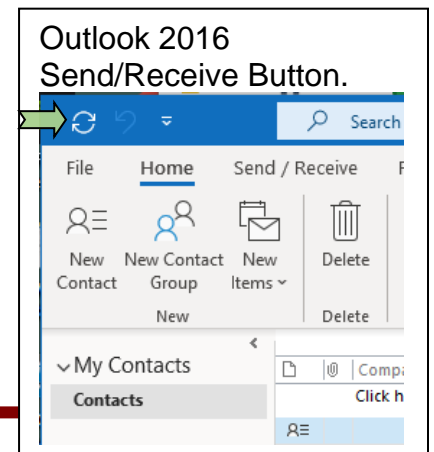
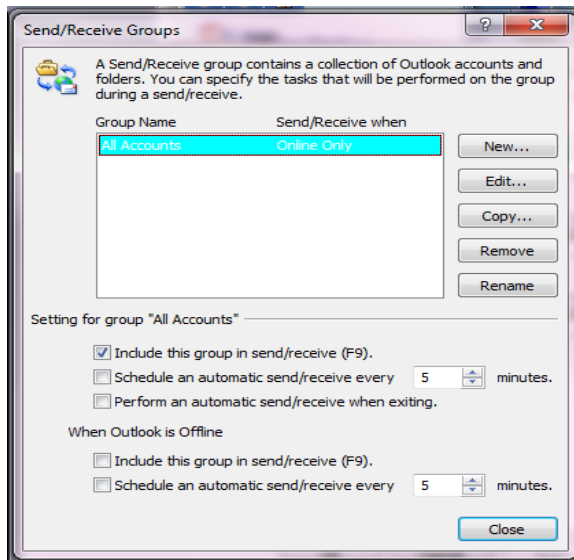


GUIDELINES FOR USING MAILWASHER PRO

Mailwasher Pro for Windows is a mail cleaning application you run **prior to accessing** and reading your email – Here's how it works:

- 1) Review and/or Preview your mail in **Mailwasher**.
- 2) Mark new undetected **spam** with a **Thumbs Down**.
- 3) Maintain good email as normal with a **Thumbs Up** as needed!
- 4) When finished reviewing click the **WASH** button to zap the spam.
- 5) **Open** your regular email application (Outlook/Thunderbird etc) and click Send/Receive – you should receive new email that is 99% “clean”.



Get Mailwasher:

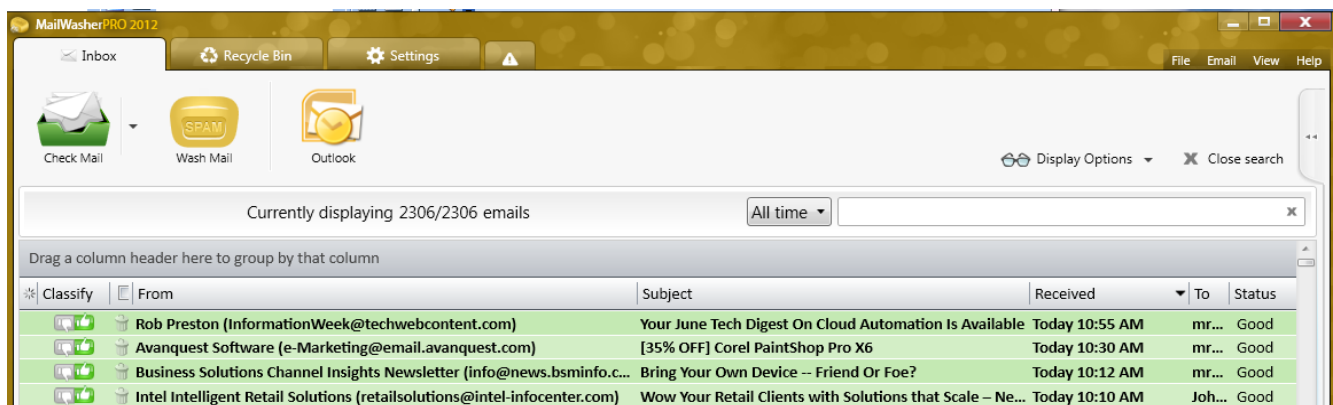
<http://fta.firetrust.com/index.cgi?id=mrjgc>

Outlook Service
SPAM – Call Blocking

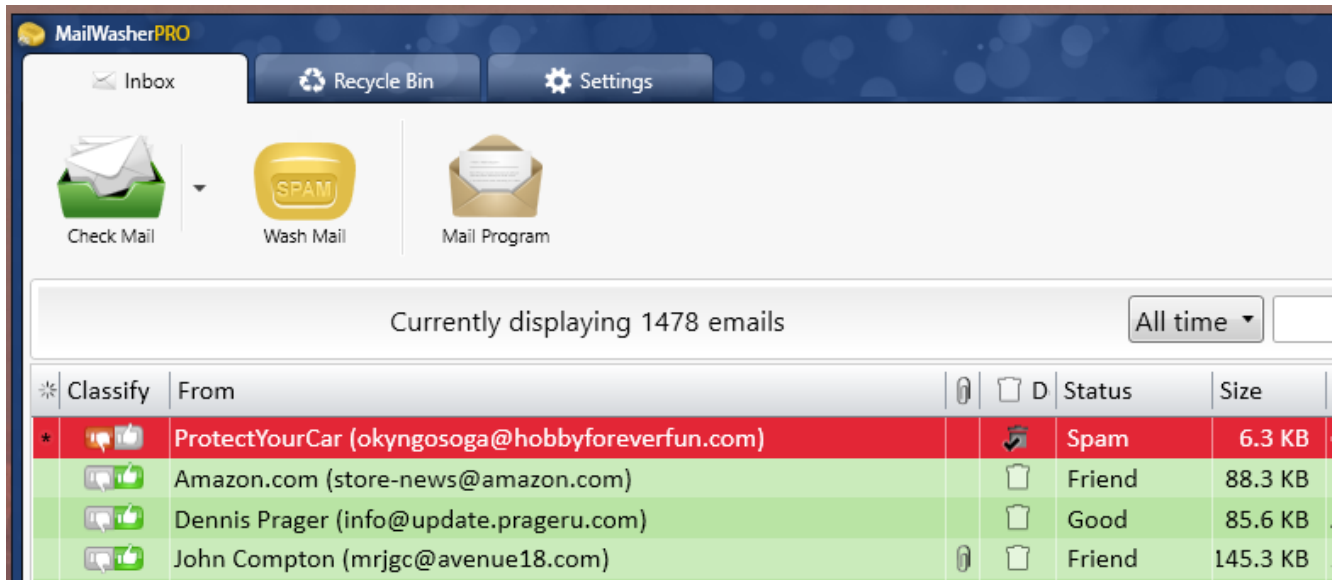
Support Contact:

John Compton
Avenue 18 Computer
310 829-3129
www.avenue18.com

IN OUTLOOK: Un-Check the Auto Send/Receive in the Outlook application. You *don't* want the mail app downloading the email *before* MAILWASHER can screen and filter it properly. **Periodically scan** your Mailwasher for new email and Tag and Wash Spam as normal. **New users** may have to flag more spam at first as the system is learning. **Preview the mail Text or HTML** mode. If you are using WEB based email you will need to **close the Webmail page** to allow Mailwasher to work without competing for the attention of the Email server, and thus **prioritizing** the Spam removal.

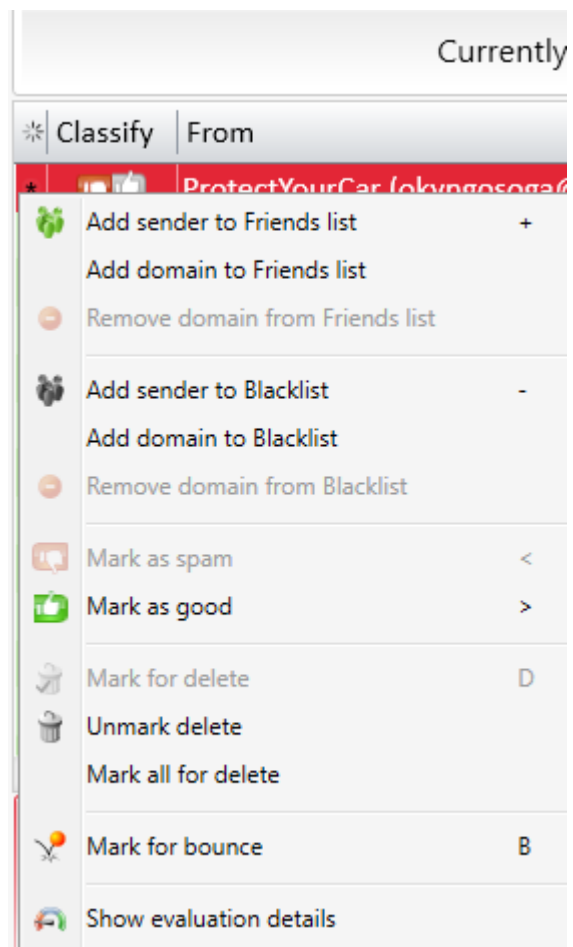


Thumbs Up **GREEN** is GOOD. **RED** (down) is BAD. All the “Bad” email has already been washed out of this system. Double Left Click on the email to **PREVIEW** in text or HTML.



To **Wash** the Email, click the Golden “Wash Mail” Button or press **F6** key to toss all Spam into the Recycle Bin. Review the Recycle Bin contents from time to time, undelete promptly if needed as not all emails can be recovered from **the Recycle Bin!** The mail server often purges them quickly and they cannot be recovered. Change email back to **Friend** as needed.

- 1. Mailwasher** will open automatically. Reposition it to your 2nd or 3rd display screen as available. Keep it open!
- On initial startup Mailwasher will scan for new email...**wait** until it finishes.
- Review and **manually tag** all recent emails using Right Click and select “Mark as spam” or “Add to Friends” list as appropriate. MW already knows your Outlook contact list is safe! Can also use the **UP/DN** thumbs to classify email as spam or friend, Or Rt Click for options→
- Review carefully then **Wash** the Email. Regularly Repeat the Review, Tag, Wash process to continue blocking spam.
- Once **everything is washed** open your email program. In Outlook press Send/receive or **F9** key. All spam should have been filtered out thanks to your prefiltering with Mailwasher. Open and close your Webmail as necessary.
- Preview new mail in Mailwasher **throughout the day** and repeat the Tag and wash process as needed. When “Clean” you may refresh your Outlook via F9. TIP: **Outlook is best for controlling when new mail is read - ideally right after the mail has been washed.**
TIP: Open Webmail pages may download email **without** warning or control.
TIP: Refresh the Webmail via F5 key.

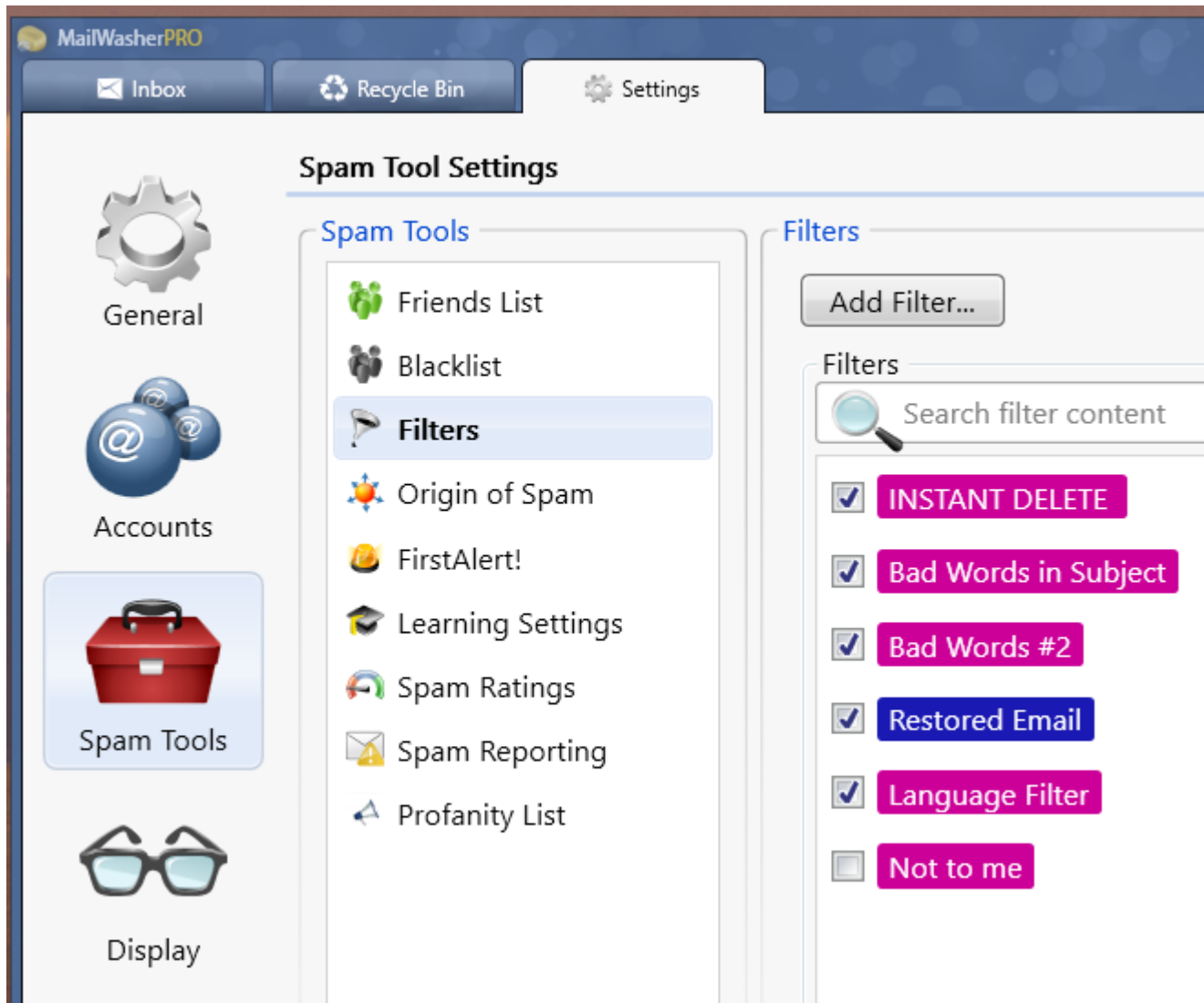


- **RT-Click on an Email for these options.**

ADVANCED MAILWASHER FILTER SETTINGS

TO BLOCK EMAILS WITH OBJECTIONABLE WORDS - CLICK ON SETTINGS TAB.

Select Spam Tools, then Filters. Add a Filter as shown, and/or Dbl-Click on one to edit the contents and to make sure common annoyance words such as “Viagra” or “Car Warranty” are listed.



You can control whether items will be **Flagged** for Mailwasher to clean **or** zapped immediately using the **Instant Delete** setting. If you goof up on a FRIEND or Blacklist entry you can edit those lists here using the Spam Tools menu items. Other settings are best left to the Product Help manual.

See: <https://www.firetrust.com/products/mailwasher-pro/mailwasher-pro-tips-and-tricks>

MAILWASHER PRO TIMEOUT

SET THE “CHECK MAIL TIMEOUT” → In General Mail Settings. Set **Periodic Check** to **5 or 6 minutes** as preferred. If desired, check the “Launch after Wash Mail” option to open your email app after washing away spam. I say Skip that, it’s not really needed.