

1. Click on the **Webmail Icon** on the HTC NetRacer.net home page

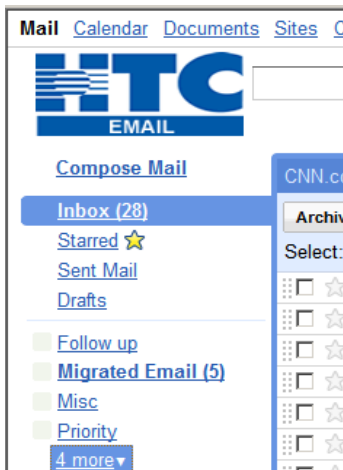


2. Sign in to your @sccoast.net account
(NOTE: This is how to access your email when traveling or away from your computer.)

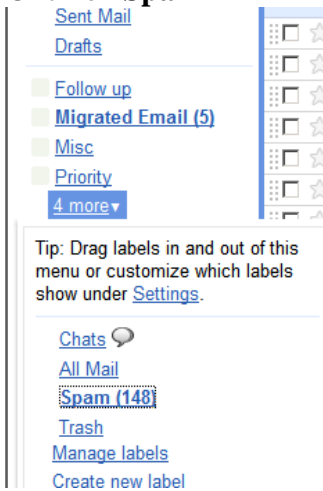
Welcome to HTC Email, powered by Google™
Less spam, flexible access, tons of storage and cool features.

The image shows the sign-in form for HTC Email. On the left is the HTC EMAIL logo. To the right, the text reads 'Sign in to your @sccoast.net account:'. Below this are two input fields: 'Username:' followed by a text box containing '@sccoast.net' and 'Password:' followed by an empty text box. At the bottom are two buttons: 'Login' and 'Cancel'.

3. Click on **...more**



4. Click on **Spam**



5. All Quarantined/Spam mail will now be displayed:

Mail Calendar Documents Sites Contacts mktdept@sccoast.net | Settings | Help | Sign out

HTC EMAIL

in:spam Search Mail Search the Web Show search options Create a filter

Compose Mail

- Inbox (28)
- Starred ☆
- Sent Mail
- Drafts
- Follow up
- Migrated Email (5)
- Misc
- Priority
- 4 more ▾
- Contacts
- Tasks

Spam Swiss Pie - Bake 45-55 minutes or until eggs are set Spam Recipe < >

Delete forever Not spam Move to ▾ Labels ▾ More actions ▾ Refresh

1 - 100 of 148 Older >

Select: All, None, Read, Unread, Starred, Unstarred

Delete all spam messages now (messages that have been in Spam more than 30 days will be automatically deleted)

| | | | |
|--------------------------|-----------------------------|---|----------|
| <input type="checkbox"/> | ☆ Home Improvement Speci: | Match New Windows to Your Home | 11:10 am |
| <input type="checkbox"/> | ☆ Federal Educational Fund. | The government has made getting fin | 11:10 am |
| <input type="checkbox"/> | ☆ Human Resource Training | Imagine this... you decide who gets h | 9:00 am |
| <input type="checkbox"/> | ☆ Warranty Extension | Never Pay for Auto Repairs Again - Ne | 7:27 am |
| <input type="checkbox"/> | ☆ Avandia & Byetta Lawsuits | It's the right thing to do. Contact the D | 4:58 am |
| <input type="checkbox"/> | ☆ Apartment for Rent | 1, 2 and 3 bedrooms available for ren | 1:22 am |

6. Once you are on this screen you have options including Delete Forever, Not Spam, etc. To make use of these options you must first click the box next to the corresponding email and then click the option.

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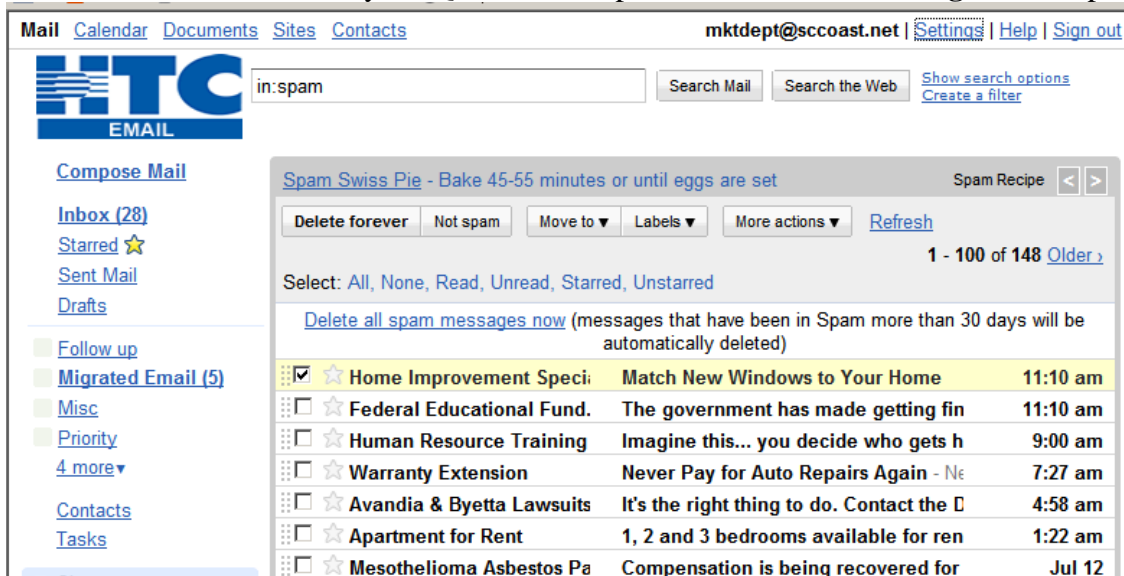
1 - 100 of 148 Older >

Select: All, None, Read, Unread, Starred, Unstarred

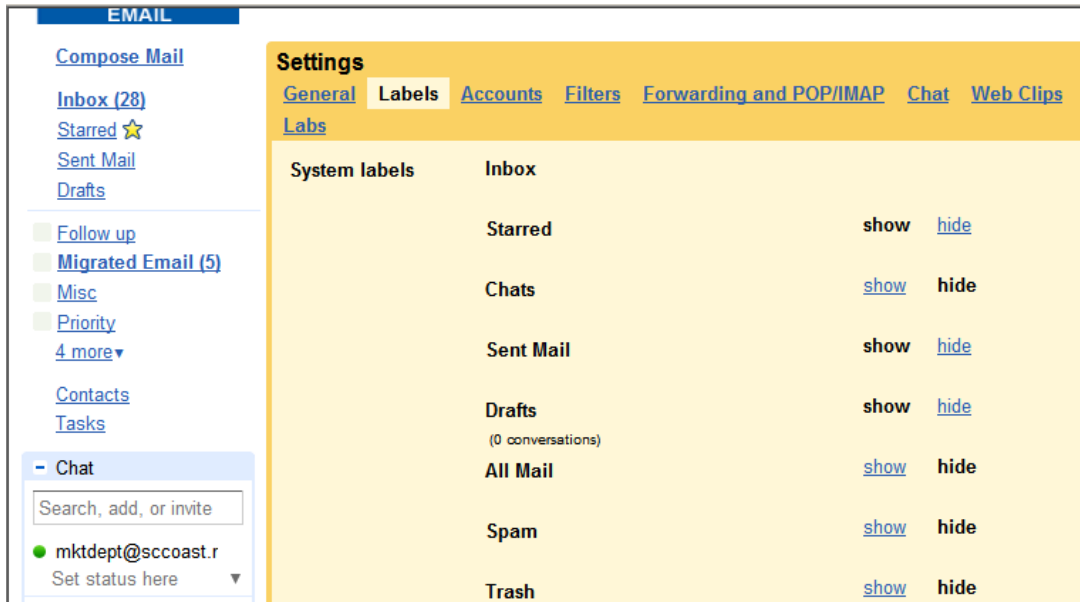
Delete all spam messages now (messages that have been in Spam more than 30 days will be automatically deleted)

| | | | |
|-------------------------------------|-----------------------------|---|----------|
| <input checked="" type="checkbox"/> | ☆ Home Improvement Speci: | Match New Windows to Your Home | 11:10 am |
| <input type="checkbox"/> | ☆ Federal Educational Fund. | The government has made getting fin | 11:10 am |
| <input type="checkbox"/> | ☆ Human Resource Training | Imagine this... you decide who gets h | 9:00 am |
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| <input type="checkbox"/> | ☆ Mesothelioma Asbestos Pa | Compensation is being recovered for | Jul 12 |

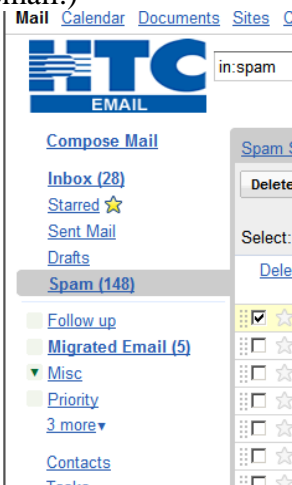
7. To make a shortcut to view your Quarantined/Spam email click on **Settings** at the top of the page



8. Then click on **Labels**



9. Click on **show** and the next time you look for your Quarantined email it will be on the first screen of your Webmail account. (NOTE: There is no way to have your email “client” display Quarantined email.)



10. If you continue to mark certain emails **Not spam** they will stop being delivered to the Spam folder. You can also setup filters in HTC Email powered by Google to help you control which emails you see and which you do not. [Learn More](#)